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By-Heineke, William F., Comp.; Courtney, E. Wayne, Comp.
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As one part of a volume of abstracts of studies of the last decade primarily in the vocational and technical field, this report includes 194 abstracts in the categories of guidance and instruction. Abstracts in guidance treat anecdotal and autobiographical data, career days, case studies, counselor's self-concept, dropouts, duration of counseling, followup studies, guidance programs and services, guidance techniques, homeroom classes for guidance, individualized reading programs, inservice training, juvenile delinquency, occupational information and opportunities, problem checklists, roles of guidance, selection of success factors, student record forms, student orientation, and worker characteristics. The abstracts in instruction treat audio-visual materials and services, classroom illumination, equipment and facility needs, guides for developing school programs, inservice education, methods of instruction, modified retention programs, nongraded schools, personnel organization plan, production control systems, project selection, safety programs, school attendance, student selection, shop demonstration, teaching aids and guides, teaching loads, textbook selection, and use of displays. Other parts of the volume are available as VT 005 122 and VT 005 124. (JK)

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Stout State University

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GRADUATE STUDIES IN EDUCATION
NUMBER 4, VOLUME I, 1966

ABSTRACTS
— Guidance
— Instruction

COMPILED BY

2 WILLIAM P. HEINEKE

AND

2 E. WAYNE COURTNEY

VT005123

This series contains three (3) separate booklets of abstracts which are entitled as follows:

Graduate Studies In Education No. 3 - 1966

- Administration
- Curriculum
- Evaluation

Graduate Studies In Education No. 4 - 1966

- Guidance
- Instruction

Graduate Studies In Education No. 5 - 1966

- Philosophy
- Psychology
- Sociology
- Statistics
- Supervision
- Technical

PREFACE

Recent trends toward mechanized retrieval systems for educational research has initiated moves locally to abstract materials for insertion into such systems. At Stout State University, where a graduate program has been in existence since 1935, there has been no regulation effecting student abstraction of Plan B terminal master's level papers. Hence, there have not been available to research workers immediate accessability to composite results of such reports. The immediate project report is intended to supplement such reporting for those studies completed during the last decade for selected projects in vocational education, industrial education, vocational guidance, audio-visual instruction, and home economics.

The included abstracts have been developed following a standard format and from the original reports. Such abstractions are not intended to be complete for details; for such completeness, the reader should refer himself to the original report.

Much time and effort has been initiated by Mr. William Heineke in abstracting from the original manuscripts and by Mrs. Linda Jacobs and Miss Judy Kuehl in typing this terminal report. The encouragement for the completion of such a report has come from Wisconsin Directors of Vocational, Technical and Adult Schools and they, too, should be duly acknowledged for their interests.

E.W.C.
Menomonie, 1966

INTRODUCTION

"Research is . . . a prominent key essential to the opening of new doors in education"*

The original intent of this report was to have it be used as an index and reference text for educational research workers. The major interest areas are vocationally and technically oriented; thus, the contents will be most appropriate for research workers calling for such areas.

The present federal emphasis in the vocational and technical fields has made such compilations as these imperative for easy access to available sources of information. The Master's Degree level of research has been overlooked during recent times because of the larger volumes of reporting completed at the doctoral level and by professional research workers in education. This compilation of abstracts gives workers an opportunity to see resumes of master's reports for use in developing bibliographies.

Likewise, to the teacher in the classroom and to the administrator, these reports produce much needed "local" information, applicable to the situation at hand. In most instances, these projects are for Wisconsin schools, for all levels, and are specific in their influences. Others have more general implications for the educator.

The general organization for the present report was to arbitrarily categorize or classify each study under one of the eleven categories listed below:

1. Administration
2. Curriculum
3. Evaluation
4. Guidance
5. Instruction
6. Philosophy

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* E. Wayne Courtney, Applied Research In Education. (Totowa, New Jersey: Littlefield, Adams, and Company, 1965), p. 1.

7. Psychology
8. Sociology
9. Statistics
10. Supervision
11. Technical

Of the 546 abstracts which were made, the predominance of them fell in the categories of Curriculum, Instruction, and Technical. The complete breakdown of the classified studies is shown in the table below:

Categories	Numbers	Percentage
1. Administrative	35	6.0
2. Curriculum	165	30.0
3. Evaluation	13	2.0
4. Guidance	97	18.0
5. Instruction	97	18.0
6. Philosophy	4	1.0
7. Psychology	43	8.0
8. Sociology	4	1.0
9. Statistics	9	2.0
10. Supervision	12	2.0
11. Technical	67	12.0
Totals	546	100

As may be seen in the above report, there were some categories containing very few abstracts, while others were very complete. The trend for papers at Stout State University for the period covered appears to be toward "in the classroom" and "technical" types of research.

IV

Guidance

"Generally speaking, the greater the number of relevant experiences that an individual has confronted himself with in a given area, the larger will be the associations he will possess as tools for solving problems in that area."*

Guidance has been defined in terms of it being both a concept and a process,[1] which provides various services to individuals in helping them cope with their problems. Many educators today feel that these services are essential to the smooth functioning of any school program.

This section of the report contains a multiplicity of types of studies related to the definition expressed above. The contents of this portion include topics under:

1. Anecdotal and Autobiographical Information.
2. Career Days.
3. Case Studies.
4. Counselor's Self-Concept.
5. Dropouts.
6. Duration of Counseling.
7. Follow-up Studies.
8. Guidance Programs.
9. Guidance Services.
10. Guidance Techniques.
11. Home Room Classes for Guidance.

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*Cf. Courtney, loc. cit., p. 94.

[1] Bruce Shertzer and Herman J. Peters, Guidance: Techniques for Individual Appraisal and Development. (New York: The MacMillan Co., 1965), p. 9.

12. Individualized Reading Programs.
13. In-Service Training.
14. Juvenile Delinquency.
15. Occupational Information.
16. Occupational Opportunities.
17. Problem Check-Lists.
18. Roles of Guidance.
19. Selection of Success Factors.
20. Student Record Forms.
21. Student Orientation.
22. Worker Characteristics.

Abbott, Jerome, A Proposed Guide For Presenting Occupational Information For Guidance Purposes In Industrial Arts. Plan B, M.S., 1956, Stout State University, 70 pages: Adviser, Dr. Wigen.

Purpose of Study--To provide a guide for the preparation of occupational information in the technical areas of the industrial arts field.

Method Used--The normative survey method by documentary frequency was used.

Summary and Findings--The text contained the following information on the proposed guide for the preparation of occupational information in the technical areas of the industrial arts field.

- Nature
- Scope
- Preparation of Proposed Guide for Presenting Occupational Information for Guidance Purposes in Industrial Arts
    - Nature of the Guide
    - Purpose of the Guide
    - Scope of the Guide
- Contents of the Proposed Guide for Presenting Occupational Information for Guidance Purposes in Industrial Arts
    - Introduction
    - Classified Index of Industrial Arts Areas and Courses
        - Definition of Terms
        - Directions for Use
    - Set of Directions for Using the Guide
    - Body of the Guide

Anderson, David L., A Follow-Up Study of Students Who Participated In The Advanced Placement Program Of The Industrial Graphics Department At Stout State University During The Years 1961-1963. Plan B, M.S., 1965, Stout State University, 33 pages: Adviser, Mr. Erickson.

Purpose of Study--To ascertain the factors and feelings of those students from 1961-1963 who participated in the Industrial Graphics Advanced Placement Program at Stout State University, Menomonie, Wisconsin.

Method Used--Data were collected with the aid of an information blank.

Summary and Findings--The advanced placement program does have a place in a program of higher education and should definitely continue. The majority of those students who did qualify under the Advanced Placement Program felt that they became more enriched, challenged, and further realized the meaningful experience of this type of program. More students would have selected Industrial graphics as a major if they could have enrolled in these courses in their freshman year. Some of the courses do not seem adequate for some of the new students or present majors. It would appear that those students who enrolled later than the date decided on for the selection of students for the advanced program, would have profited if they had participated.

Anderson, John, Investigation of Related Information Guidance Units In Graphic Arts. Plan B, M.S., 1963, Stout State University, 72 pages: Adviser, Mr. Whydotski.

Purpose of Study--To identify guidance information units that might be used in teaching a unit graphic arts laboratory in a secondary school.

Method Used--Review of literature.

Summary and Findings--Authorities are in considerable agreement as to what industrial arts, graphic arts, guidance, and vocational guidance should be. The unique opportunity of industrial arts teachers to provide occupational and other guidance information to students is deemed vital to today's youth. The area of graphic arts is unique in its potentiality to provide an understanding of the printing and allied industries. The results of this study provide for important guides toward the preparation of objectives and guidance instructional material.

Anderson, Milo and Don Miles, A Follow-Up Study of Graduates, Mondovi High School, 1952 and 1957. Plan B, M.S., 1962, Stout State University, 31 pages: Adviser, Dr. Iverson.

Purpose of Study--Objectives of the study were: (1) To ascertain how many graduates are unemployed and what kind of employment they desire; (2) to evaluate the present subjects being offered; (3) to ascertain how many graduates continued their education; (4) to ascertain the field and area of employment; and (5) to ascertain what subjects offered in high school should be revised or deleted.

Method Used--A review of available literature was made dealing with information pertaining to follow-up studies. A questionnaire and a letter of introduction was sent to graduates of the classes of 1952 and 1957.

Summary and Findings--Conclusions were: (1) That the school program needs periodic evaluation; (2) that a definite functional plan of follow-up must be worked out to secure best results; (3) that any curriculum adjustments will have to come slowly and after a careful study has been made of the information gathered by the follow-up; (4) that continual contact should be maintained with former students so that guidance and assistance can be offered as needed; (5) that a large percentage of former students feel that guidance services need to be expanded; (6) that a large percentage of former students feel that additions are needed in the English area; (7) some students felt that certain areas of the science program, such as laboratory work, needs improvement; and (8) that other fields in the curriculum seem to be meeting the needs of the students.

Anderson, Richard E., A Study of the Adequacy of the Current Instructional Program at Stout. Plan B, M.S., 1961, Stout State University, 41 pages: Adviser, Dr. Iverson.

Purpose of Study--The purpose of this study was to do the following: (1) Determine the areas of improvement in Stout's instructional program for high ability students; (2) related steps other colleges have taken to meet this need; and (3) make recommendations as to immediate and future changes or modifications necessary to meet the needs of the superior student at Stout State College.

Method Used--The method employed was descriptive research.

Conclusions--There is an apparent need for more challenge for high ability freshman students at Stout State University.

There is a real importance in a program for the gifted. It not only is of value to the high ability student but tends to improve the entire school curriculum and teaching quality. It is possible by testing, observation, and past records to identify high ability students. Existing programs throughout the United States characteristically use entrance examinations, acceleration, seminars, additional loads and individual research in their programs for high ability students.

Amthor, Fred W., A Proposed Course of Study In Occupational Information For Use With Compulsory Age Students In Watertown Vocational School. Plan B, M.S., 1961, Stout State University, 31 pages: Adviser, Dr. Rudiger.

Purpose of Study--To create a course to meet the need for occupational information in the continuation school.

Method Used--Reading in areas of vocational information and looking through textbooks for planning a course of study.

Summary and Findings--The content of this course has been selected and arranged with the aims of Occupational Information in mind, but has been limited to include only those jobs or occupations that can be reasonably well handled by the continuation level student--those jobs or occupations that require an eighth grade or high school level of attainment. The information, though local in nature, is applicable to any like situation found anywhere in the nation.

The proposed lesson plans for the course contain the title of the lesson near the top of the page with the specific outcome or objective of the lesson listed next in order. All equipment, materials and instructional aids for each of the lessons are listed so that a more meaningful and correlated lesson may be presented. References, along with the pages for each, are also listed. Following the references are suggested steps for the presentation of the lesson plus ideas for assignments and evaluation. Lesson plan titles are as follows:

1. The Introducation To the Course In Occupational Information
2. How To Get A Job and Keep It
3. What Are the Professiohal Occupations?

Amthor (continued)

4. Craftsman Of Today-The Building Trades.
5. Craftsman Of Today-The Carpenter.
6. Craftsman Of Today-The Machine Trades.
7. Craftsman Of Today-The Welder.
8. Apprenticeship Training-A way To A Skilled Trade.
9. The Manufacturing Industry and Its Workers.
10. The World Of Agriculture And Its Opportunities.
11. The Business Of Merchandising and Selling.
12. Selling-The Service Station Operator.
13. Selling-The Retail Worker.
14. Transportation-The Industry On Wheels.
15. Transportation-The Truck and Cab Drivers.
16. Transportation-The Auto Mechanic.
17. The Industries In Our Community.
18. Protection and Defense-The Armed Forces.

Barnes, Marshall, Review Of and Recommendations For Guidance Services At Memorial High School, Eau Claire, Wisconsin. Plan B, M.S., 1961, Stout State University, 15 pages: Adviser, Dr. Iverson.

Purpose of Study--To prepare and propose general revisions to the administration of the guidance program at Eau Claire Memorial High School.

Method Used--A review of literature.

Conclusions--Action which could be taken to improve this program for student-staff betterment included the following suggestions: (1) Employment of a full-time trained Guidance Director at Memorial High School; (2) adoption of an administrative plan for guidance services; (3) inaugurate an in-service training program in guidance and testing; (4) inaugurate a coordinated testing program for the students; and (5) continue to hire teachers to enable all teachers to have a preparation period.

Baue, Fred W., A Follow-Up Study Of The 61-63 Graduates Who Participated In Industrial Arts In the Iron County, Michigan, Public Schools. Plan B, M.S., 1964, Stout State University, 26 pages: Adviser, Dr. Wiehe.

Purpose of Study--To help determine the needs of industrial arts graduates of Iron County Public Schools. To better equip the students for placement in industry.

Method Used--A follow-up survey was used.

Summary and Findings--Revisions should be made in the programs to allow for courses such as electricity, electronics and areas in the auto-mechanic field. Residents of Iron County should consider providing their graduates with either a junior college or a technical program, or possibly a combination of the two. An industrial arts course, other than drawing, should be considered for those following a college preparatory program.

Beiswanger, Roland C., A Proposed Set-Up Of Homeroom Classes For Guidance Of Pupils At Glenwood City, Wisconsin. Plan B, M.S., 1961, Stout State University, 40 pages: Adviser, Dr. Iverson.

Purpose of Study--To develop an organized homeroom program in keeping with the basic principles laid down by experts and experienced people in the field of teaching and guidance.

Method Used--The major method employed in this study was the review of literature.

Conclusions--After the study of the material used in this study, the research concluded that no one program can fit all situations. The size and type of school and community are of major importance in the formulation of a working program. Further, the steps in the adoption of a program should be well thought out and planned by the homeroom leaders involved, so that progress can be made toward functioning programs.

Berendsen, Arnold J., An Evaluation Of Spring Valley High School's Program Of Guidance Services By Its Faculty and A Selected Part Of the Student Body With Recommendations For Future Action. Plan B, M.S., 1962, Stout State University, 60 pages: Adviser, Dr. Iverson.

Purpose of Study--To see how the high school faculty and a selected group of high school students evaluated the present guidance services at Spring Valley High School.

Method Used--A brief survey of pertinent literature on guidance programs was the major method employed in this study. Data were obtained through the use of two separate checklists; one for faculty members and one for students. The results of these were tabulated and evaluated and summation and recommendatinns were made.

Conclusions--Based on the results of this study, the following recommendations for future action were made: (1) There should be more involvement of all high school teachers in the guidance program. This can be accomplished through in-service, committees, and the like; (2) more time should be allotted to guidance personnel for individual counseling specifically, and other guidance duties generally; (3) there should be better display of an access to occupational and educational information; (4) placement services should be improved; and (5) follow-up services should be improved.

Berg, Eilert G., Eau Claire Memorial High School Career Conference Day. Plan B, M.S., 1961, Stout State University, 31 pages: Adviser, Dr. Iverson.

Purpose of Study--This study was concerned with evaluating the Career Conference Day at Eau Claire Memorial High School.

Method Used--A review of literature was used.

Berg (continued)

Summary and Findings--The evaluations mentioned constitute an indirect method because it yields only the opinion of the student. If a question develops, it is easy to contact and talk to the teacher assigned to that particular area.

Memorial High has established a smooth-working and a smooth-functioning career conference day. This does not mean the policy is absolutely set. If a better plan or solution develops, the program should be elastic enough to make the provisions needed for a career conference program.

Berg, Melvin, The Case Of Ray. Plan B, M.S., 1963, Stout State University, 38 pages: Adviser, Dr. Iverson.

Purpose of Study--To analyze the case history of one person, noting his strengths and weaknesses, his ability and achievement, and his attitudes and interests.

Method Used--The case study method was used for the project.

Summary and Findings--It was recommended that more students be case studied early in the grades. To accomplish this, it is necessary to increase the number of guidance personnel at the grade school level. The indications of problems are ever present if one is alert, and it is highly desirable to correct the problems early.

Block, Gladys, The Role Of Guidance In The Elementary School. Plan B M.S., 1962, Stout State University, 43 pages: Adviser, Dr. Iverson.

Purpose of Study--This study was concerned with guidance as it could be used in the elementary school to promote effective services to meet the needs of individual children.

Method Used--The method used was a survey of the literature.

Summary--The elementary counselor is the specialist charged with the responsibility for putting these services into action. The teacher has the most contact with children in the elementary school, so the counselor should work with the teacher, interpreting tests and records and helping her whenever she needs help in the understanding of the children in her classroom. In addition, the counselor finds it necessary to confer with individual students and the parents of students who have special problems. An informative in-service program is necessary so that teachers may be informed of the best practices in mental health and the basic elements of guidance. Teachers who have had no guidance training must come to understand the reasoning behind group dynamics and also how they are carried out.

Part of the counselor's time must be spent in keeping adequate records so they can continually be maintained during the child's school life. If record keeping must be done by the counselor, much time is spent on this one aspect of the service. If clerical help is provided, the guidance person can spend his time on other vital areas of the service, It would be well for guidance personnel to remember that there are only twenty-four hours in a day and that all problems cannot be solved in a day, a week, or perhaps in even a year.

Whatever the guidance counselor accomplishes depends to a great extent on the type of person he is. He must have an abiding love for children as they are, a deep understanding of human nature, and the diplomacy to express himself without hurting other people's feelings. Finally, he must have the interest of children at heart when he works with them.

Bonnell, Doris M., Factors Controlling The Duration Of Counseling And Points Of Difference As To Its Value. Plan B, M.S., 1961, Stout State University, 25 pages: Advisor, Dr. Iverson.

Purpose of Study--To determine the values of, and the necessities for, limiting time in counseling.

Method Used--A review of studies and literature on time limits in counseling.

Conclusions--As a result of the data gathered, it was indicated that time limitations in counseling have a useful place in counseling procedures with the following qualifications: (1) The therapist should take care not to use this technique as a time-saving device; (2) he should understand the many explored attributes of this technique and attempt to put them to their best use; (3) he should consider the personality of the client in connection with the use of this technique so as not to damage rapport or bury information which might be useful.

Counseling technique should be used primarily for its special therapeutic effects which are able to take place within the framework of this technique, and not as a means of economizing on time.

Borgen, Joseph A., The Selection Of Success Factors Of A Retail Lumber and Building Materials Dealer. Plan B, M.S., 1964, Stout State University, 34 pages: Adviser, Dr. Anderson.

Purpose of Study--To identify areas of a person's background which would contribute to success as a retail lumber and building material dealer.

Factors identified will be used to assist vocational educators in the preparation of modern curricula to serve the retail lumber and building material industry.

Method Used--Methods used were a review of literature and letters of inquiry.

Summary and Findings--Major emphasis for success was placed on a business concentration concerning elementary accounting, management, administration, sales training, and marketing.

Borgen (continued)

Minor emphasis was placed on principles of insurance, business statistics, economics, and income tax accounting.

Technical skills of importance were blueprint reading, working understanding of building construction, and knowledge of current net building material prices.

Bowman, John A., The Guidance Program In the Eau Claire Public Schools. Plan B, M.S., 1961, Stout State University, 48 pages: Adviser, Dr. Iverson.

Purpose of Study--To see what guidance services were available to students in the Eau Claire Public Schools and the nature of the various services offered.

Method Used--The basic method of research for this study was the interview. Reference materials concerned with guidance services that shoud be available to students in a public school system were also analyzed.

Summary and Findings--The conclusions drawn for the study of the Guidance Program in the Eau Claire Public School System indicated needs for reorganization of a large part of the program.

One of the greatest weaknesses of the guidance program was the lack of coordination between faculty and the guidance program and the community and the guidance program.

There was actually no formal counseling done and this was deemed a necessity to the program.

At present the counseling service is not meeting all the needs of the students in the system.

Bradvold, William J., A Proposed Technique For Guidance On the Junior High School Industrial Arts Level. Plan B, M.S., 1954, Stout State University, 28 pages: Adviser, Dr. Anderson.

Purpose of Study--To determine the features and characteristics of a homeroom guidance program and to discover the specific guidance needs of the junior high school industrial arts pupil.

Method Used--The method used in this study was a review of the existing literature pertaining to the use of the homeroom for guidance purposes, and the part the junior high school industrial arts program plays in the general education program.

Conclusions--With limitations to the extent of literature reported in this study, it can be concluded that there is definitely a need for guidance activity in the junior high school industrial arts program. The success of a homeroom guidance program in this situation depends on the following factors: (1) Teacher attitude; (2) informality of the program; (3) versatility of the program; (4) consideration of the factors presently influencing the student; (5) wise choice of the correct guidance activities to meet the local needs; and (6) wise choice of class time allotted for these activities.

Brooks, Carl F., An Analysis Of Desirable Characteristics Of Automotive Workers in the Willmar Community College Area. Plan B, M.S., 1964, Stout State University, 13 pages: Adviser, Dr. Rudiger.

Purpose of Study--To ascertain the trade competencies needed to gain satisfactory employment in the automotive trades in the Willmar, Minnesota area.

Method Used--Information obtained through the use of an interview schedule and through the college office records.

Summary and Findings--Employers were concerned mainly with attitude and dependability. Aptitude was considered more important than intelligence. In training, accuracy was regarded as the most important single item. Employers preferred workers with a general foundational training as opposed to specialized training. They felt specific training could be handled more readily through their dealer training programs. They appeared to feel that service management training was of questionable value.

Burmeister, Adrian O., Drop-Out Study Of the Class of 1962--Eau Claire, Wisconsin, Memorial High School. Plan B, M.S., 1963, Stout State University, 101 pages: Adviser, Dr. Salyer.

Purpose of Study--This study was concerned with reasons and experiences involved in school, or at home, that caused students to drop out of school.

Method Used--The technique used in this study was the documentary-frequency type of normative survey.

Recommendations--The need for a full time guidance director within the public schools of Eau Claire is evidenced by the fact that no established guidance program for either small or large groups has yet been developed.

A systematic follow-up program for all dropouts and graduates should be included in the guidance area.

Because of the number of students each class adviser has assigned to him, full time should be granted for counseling and varied assigned duties in behalf of the students.

Coordination of high school training and work experience could result in students realizing the value of high school subjects.

Special guest speakers for group guidance programs may encourage some potential dropouts to remain in school.

The school program should be designed to help each individual to attain the information, skills, abilities, appreciations, and attitudes which will to some measure enable him to think critically, assume responsibility, and fulfill his domestic, economic, social, and political role in harmony with his capacity.

Greater participation is necessary by various community agencies to make the curricula as up to date and as responsive to new needs as possible. This is especially true in the industrial and business fields.

Calder, John R., A Follow-Up Study Of Graduates Of Ripon High School, Ripon, Wisconsin, Enrolled In Industrial Arts For the Years 1956 Through 1960. Plan B, M.S., 1963, Stout State University, 28 pages: Adviser, Dr. Wiehe.

Purpose of Study--To ascertain: (1) How the present industrial arts program meets the needs of Ripon High School graduates; (2) what areas of industrial arts, not offered, would have been helpful in their present situation; (3) how diversified the graduates' occupations are at the present time; (4) how many graduates were enrolled in any further education after high school graduation; (5) how many graduates felt their industrial arts courses were of value to them in a vocational or avocational way; (6) how many graduates are interested in the establishment of an adult evening school; and (7) what courses are of the highest interest to graduates in the proposed adult evening school.

Method Used--Survey instrument in the form of a questionnaire was used.

Summary and Findings--At present, the industrial arts program partially meets the needs of graduates. An overemphasis in woodworking exists, and a shortage of metals, electricity, auto and power mechanics, and graphic arts courses are evident in the industrial arts program. The introduction of courses in metal, mechanics, and electricity will give a more balanced industrial arts program in Ripon High School. An adult evening school would be very acceptable and useful to the respondents, if such a program were to be initiated. Industrial arts should be an integral part of any proposed adult evening school for the Ripon area.

Davis, Gerald, An Introduction To Guidance In the Bloomer Public Schools. Plan B, M.S., 1962, Stout State University, 51 pages: Adviser, Dr. Iverson.

Purpose of Study--The purpose of this study was twofold. First, a program of guidance services adequate for the Bloomer schools was established and carried out, and secondly, an attempt was made to better acquaint the members of the faculty with the offerings of a guidance program so that they might become guidance-minded and be able to efficiently present the program to students.

Method Used--The basic methods of research for this study was the interview with responsible personnel at Stout State College, and the use of reference materials that were concerned with the development, organization and administration of a guidance program.

Conclusions and Recommendations--To insure proper presentation of services, a continuous evaluation of the program must be carried on. Some suggestions for maintaining and improving the program are: (1) More inclusive follow-up data gathered and studied on students in school and on school leaders; (2) develop an in-service training program in guidance and testing; (3) attempt to employ teachers who are prepared to carry out their basic guidance duties; (4) encourage summer or extension work in guidance courses on undergraduate or graduate levels for teachers; (5) provide the necessary equipment for proper presentation of guidance services;

Davis (continued)

(6) continue to stress the importance of community cooperation in the guidance program; (7) impress upon the guidance staff the importance of continued study, research in the field, and participation in professional organizations and their functions.

Davison, James R., A Follow-Up Study Of Graduates Of Sheboygan High Schools, Sheboygan, Wisconsin, Enrolled In Industrial Graphics For the Years 1959 Through 1963. Plan B, M.S., 1964, Stout State University, 27 pages: Adviser, Dr. Anderson.

Purpose of Study--To ascertain: (1) The industrial arts courses most frequently enrolled in by respondents who had at least two years of general drawing; (2) the number of respondents who continued to reside in the Sheboygan community; (3) the number of respondents who used drafting in their employment; (4) the type of training required for the respondent's occupation; (5) the areas of drafting most often used by the respondents; (6) the areas of drafting seldom or never used by the respondents; (7) the degree the respondent continued to use drafting in further education; (8) what areas of drafting should be emphasized in high school education; and (9) the areas needing revision or improvement in the drawing courses in the high school curriculum.

Method Used--A letter of transmittal with an information form was used.

Summary and Findings--The industrial arts courses listed in order of greatest numerical enrollment were: (1) General drawing; (2) general woodworking; (3) general metals; (4) electricity; (5) auto mechanics; and (6) printing. The majority of respondents employed in industry resided in the Sheboygan area. Areas of drafting most frequently used were blueprint reading, dimensions and notes, freehand sketching, sections and sectional views, tracing, machine drawing, pictoral drawing and auxillary views. Areas of drafting most frequently used by students of higher education were engineering mathematics, descriptive geometry, and orthographic projection.

Deutscher, John C., An Analysis Of the Problems Of Osseo, Wisconsin, High School Students As Revealed By the Mooney Problems Check List. Plan B, M.S., 1962, Stout State University, 98 pages: Adviser, Dr. Klitzke.

Purpose of Study--To determine the problems of Osseo High School students as revealed by the Mooney Problems Check List.

Method Used--Methods used were a review of literature and administration of instruments.

Recommendations for Classroom Instruction--(1) Increase instruction on the development of social skills; (2) increase instruction on the development of study skills; (3) increase instruction on the development of speaking skills; and (4) increase instruction on vocational information.

Deutscher (continued)

Recommendations for Guidance Program--(1) Increase counseling program to include more time for students to appraise their personal and vocational characteristics in a counseling situation; (2) provide more social and occupational information for students in the library, counselor's office and bulletin boards; (3) plan a boy's group guidance activity around the important problems "concerned about military service"; (4) set up a program to provide more outside of school personalities to aid in providing occupational information. This includes speeches or speakers in the classroom and individual referrals in the community.

Recommendations for Administrative Planning--(1) Provide inservice time to coordinate a how to study program; (2) adjust music program so that music students do not have to participate in the music program during their lunch hour; and (3) expand the curriculum to include industrial arts for underclass boys, art and advanced biology. This recommendation is based upon a follow-up study of the important student problem "Wanting subjects not offered in school."

Recommendations for Community--(1) Develop awareness of important adolescent problems revealed by this study; (2) participate in the vocational counseling program; (3) participate in fully helping high school students learn how to study. An article in the local newspaper would offer suggestions; and (4) develop awareness of the necessity for expanding curriculum and providing industrial arts facilities.

Donley, Gerald L., An Alumni Evaluation Of the Bruce High School Curriculum. Plan B, M.S., 1964, Stout State University, 44 pages: Adviser, Dr. Salyer.

Purpose of Study--To provide the Bruce High School, Bruce, Wisconsin, with an alumni evaluation of the curriculum.

Method Used--A review of literature with the development of a questionnaire which would obtain data from the graduates sampled.

Summary--The greatest media in the public relations area of a school is the verbal comments of the alumni. Therefore, a rating by alumni might reflect how they really feel about their alma mater. Another intrinsic value of such a survey might, as several subjective comments from students noted, developing an awareness in the alumni that their school is constantly attempting to improve the instructional program. This, in itself, should be of value. Experts in the field of education may have far more answers in curriculum than the alumni of a school. However, it is this same group of alumni who will soon enter the work market, will soon become property owners, will soon be paying taxes necessary to operate the schools of our nations, will become members of school boards, and will become critics or the staunch supporters of their alma mater.

Educators have an obligation never to become complacent. A constant check on the graduates of a school would help prevent such a situation. The calculated changes in a curriculum and in teaching procedures must reflect the needs of the students.

Dregne, Susan E., A Follow-Up Study Of the Probationary Students Who Participated In the Counseling Program During the Summer of 1964 At Stout State University. Plan B, M.S., 1965, Stout State University, 79 pages: Adviser, Dr. Rimel.

Purpose of Study--It was the purpose of this study to (1) compare the backgrounds of the remaining summer school probationary students to find common characteristics of these students; (2) show the present level of these students and (3) evaluate the summer counseling program in relation to the needs of summer probationary students.

Method Used--The first procedure used in this study was basically to acquire background knowledge of the remaining probationary students through the use of personal files in the Student Affairs Office. Significant information was compiled onto individual data sheets. The second procedure used was the personal interview.

Recommendations--(1) Since the majority of the students has a misconception of the purposes of counseling, it is imperative that a definition and the purposes of counseling be given to the students when they are informed of the counseling program. (2) A tutoring service might well be developed as a supplement to counseling. (3) It is important that the counselor be able to express the idea that the summer probationary program is designed to help both the counselor and the counselee, and that it should be of mutual benefit. (4) The counselor trainees working with the probationary students have full professional standards to uphold. (5) The counselor trainees should gain some understanding of probationary students before counseling begins. (6) There seemed to be a need for a workshop area for the counselor trainees distant from the counseling foyer. (7) The students felt they might be secure if they knew the session was being observed and the number of observers. (8) It was recommended that a follow-up study be made of those students who were not academically successful during the summer school session and those who were not in attendance during the second semester at Stout State University in order to more extensively evaluate the summer school counseling program.

Eckhardt, Rodger J., A Follow-Up Study of Muskegon Electronics Day Trade Students From 1958 To 1963. Plan B, M.S., 1964, Stout State University, 29 pages: Adviser, Dr. Ruehl.

Purpose of Study--To demonstrate qualifications for financial aid, to assist in curriculum development, to uncover job opportunities, and to serve as a guide for other instructors.

Method Used--A review of literature and a questionnaire were used.

Summary and Findings--(1) Study indicates that enthusiasm for the subject developed from the student of it; (2) a large number of students had been able to enter the trade for which they were trained; (3) from the practical standpoint, the program was fulfilling the purpose for which it was developed, although it seemed to indicate a need by more students for additional theory in the field.

Eichinger, Joyce, A Follow-Up Study Of Graduates Of East High School In Green Bay In the Years 1961 and 1962. Plan B, M.S., 1963, Stout State University, 36 pages: Adviser, Dr. Iverson.

Purpose of Study--The purpose of the student was two-fold: (1) There is a growing trend on the part of high schools to become more interested in the life of each student after he leaves high school to see how well the school has prepared him for his place in society; and (2) the suggestions and criticisms voiced by the graduates may be used to improve the curriculum to benefit present students.

Method Used--Methods used were a review of available literature on follow-up surveys and personal contacts with the graduates were made by telephone.

Conclusions--East High School has been providing adequately for the graduates who have chosen to go to academic colleges. Keeping in mind that the number of graduates who have chosen to go on, usually represented about one-third of the class, the number and variety of courses that have been made available to them in preparation for college work seems adequate. The foreign language area was the only area mentioned by the graduates as being in need of improvement.

The graduates who have chosen to go on to technical schools, usually representing about one-tenth of each class, have also had available a good number of basic courses in preparation for future study. Most of the students felt they were adequately prepared. Added courses in the industrial arts areas were mentioned by some of the graduates as being worthy of consideration. These have been listed in the commendations.

Since the largest number of graduates were those ending their formal education, perhaps more consideration was necessary for this group. This group represented about three-fifths of the total number of graduates. If they are to take their place in our society, it would seem they must be given preparation for and guidance in the work in which they are interested. Each year several of the graduates were unemployed, which perhaps was an indication that they had not acquired definite skills to offer employers.

Ellefson, Larry J., A Study To Determine the Number Of Female High School Graduates Available For Employment From 1965 to 1969 In North Central Wisconsin. Plan B, M.S., 1965, Stout State University, 49 pages: Adviser, Dr. Wall.

Purpose of Study--To determine the female high school graduating population in North Central Wisconsin for the next five years, along with what percentage of those graduating who go on to college, what percentage seeks employment, and what have been the plus or minus trends in this split over the past five years. To determine what have been the trends in participation in business and commerical courses for those persons seeking employment after graduation.

Method Used--A review of literature and a questionnaire with a two week follow-up were used.

Summary and Findings--There will definitely be a decreasing number of female graduates available for employment and this is partially caused by an increase in the number of female graduates going on to college. There was evidence that more and more girls are going on to college annually and that the number seeking employment was slightly decreasing annually.

Fremstad, Kenneth, A Proposed Plan For the Organization and Administration Of Guidance Services At Stanley High School. Plan B, M.S., 1962, Stout State University, 40 pages: Adviser: Dr. Courtney.

Purpose of Study--To determine certain criteria for a well-developed program of guidance services, to eliminate those which are not practical at Stanley High School, to expand those which prove feasible, and to incorporate them into the school system.

Method Used--Because of the nature of the problem, a review of literature was the major device employed in conducting this investigation.

Conclusions--A successful program of guidance services can be initiated at Stanley High School. It will, however, because of the nature of the program, require a period of time before the services may be offered effectively. No part of the program can become entirely successful by itself, nor can the program operate without the leadership and responsibility of the administration and fullest cooperation of the entire staff. In addition, it was concluded that (1) Teachers should be encouraged to make referrals to the counselor; (2) it is most necessary that there be a minimum of two teacher counselors or one full time counselor at Stanley High School; (3) counselors should not be considered as substitute teachers; (4) pupil data should be collected from kindergarten through twelfth grade; (5) an Occupational Information Course should be added to the Stanley High School curriculum; (6) existing placement services should be more adequately organized; and (7) follow-up studies should be initiated to determine the effectiveness of current educational practices.

Frinak, John M., Formulation of a Plan For Preventive Guidance Services For Potential High School Dropouts. Plan B, M.S., 1964, Stout State University, 29 pages: Adviser, Dr. Salyer.

Purpose of Study--To gather information which might prove helpful (1) in determining the common characteristics associated with early school leaving for use as a basis in identifying potential high school dropouts; and (2) in formulating a plan for providing preventive guidance services to students who have been identified as having dropout traits and characteristics.

Method Used--The normative survey of scientific research was employed in this study.

Frinak (continued)

Summary and Findings--In order for a preventive guidance program to be most effective in reducing the number of high school dropouts, it is essential that the guidance department institute preventive guidance services long before action is taken to identify potential dropouts. It was recommended that the high school guidance department:

1. Make every effort to convince the school administration of the importance of offering a varied, up-to-date curriculum that will appeal to the interests and abilities of all students.
2. Carry out a well-planned high school orientation program, starting at the eighth grade.
3. Maintain accurate, current, and complete cumulative records on all students.
4. Take an active interest in community affairs and co-operate with community groups such as social welfare agencies, city and state employment agencies, labor unions, church groups, service clubs, adult education departments, and psychological and psychiatric clinics.
5. Provide concentrated guidance services for all students at the ninth grade level.
6. Take positive action in close co-operation with the teachers, to identify potential dropouts.
7. Make deliberate attempts to establish friendly relations with students identified as potential dropouts and inculcate in them a feeling of worth.
8. Maintain a follow-up program for dropouts for the purpose of assisting them in making adjustments and to secure facts for improving the school's guidance program.

Gehrke, Paul W., A Proposed Method of Determining Individual Ability. Plan B, M.S., 1954, Stout State University, 42 pages: Adviser, Dr. Anderson.

Purpose of Study--To formulate a method, as near objective as possible, of evaluating an individual's ability.

Method Used--The method of research used in this study was a review of a selected group of standardized test manuals to determine the most suitable tests to be used under the prevailing conditions.

Summary and Findings--A minimum testing program, as outlined by several authorities in the study, should be a good measure of scholastic ability and an interest inventory. Because this data is to be used in an industrial arts course, it is recommended that the use of a mechanical abilities test and an interest test as a start of a satisfactory testing program.

Gill, Roman, A Follow-Up Survey of Rock High School Graduates Between the Years 1956-1960. Plan B, M.S., 1961, Stout State University, 24 pages: Adviser, Dr. Wiehe.

Gill (continued)

Purpose of Study--To determine the degree of life adjustment that graduates have attained since graduation from Rock High School.

Method Used--Review of literature.
Survey questionnaire.

Summary and Findings--The study showed that there was a tendency to leave the Upper Peninsula to find employment and clerical work and a tendency to stay to get a college education. Metal industries have provided operative type of employment to Rock graduates. Former graduates do not have the opportunity or the information to enter the craftsmen trades. The school's recreational activities have had little effect on the graduates present recreational interests. Respondents outside the Pennisula have not changed recreational habits.

Glaser, Everett, A Survey of Case Study Techniques. Plan B, M.S., 1961, Stout State University, 23 pages: Adviser, Dr. Iverson.

Purpose of Study--To outline procedures and illustrate the case study method as a means of studying the individual in the school situation.

Method Used--Review of related literature.

Summary and Findings--In planning the study of individuals, it will be well to remember that there is great variability in the competencies demanded of persons who will work with all the children of all people. There are times when the job requires a specialist, and the teacher himself, not a specialist, must know when to call for help from others. There is danger that great harm may be done if he works with cases at a level beyond that for which he is trained. If, however, he can avoid going beyond his depth and can recognize when referral to persons more competent is called for, collecting information about his pupils and using it to help them to help themselves will prove a very satisfying activity.

Granros, William C. The Proposed Organization of a Guidance Program For Unity Junior High School. Plan B, M.S., 1961, Stout State University, 33 pages: Adviser, Dr. Oetting.

Purpose of Study--To develop knowledge of what is recommended in services and organization.

Method Used--Literature was reviewed and served as a guide in organizing a functional program.

Summary and Findings--The program now functioning in the Unity Junior High School is fractional. The committee in charge of planning a new more complete program needs to plan and organize the program to adequately meet every need of the students. The committee needs to impress upon the administration the necessity of having a competent

Granros (continued)

guidance counselor to take over the program after it has been instituted as a part of the educational system of the junior high school.

Financial backing is the factor that will affect its completeness and also the factor that will determine whether a counselor can be employed to take over this vital educational function.

Grimslid, Gale G., The Identification of the Factors Contributing To Dropouts at Sparta High School. Plan B, M.S., 1963, Stout State University, 35 pages: Adviser, Dr. Iverson.

Purpose of Study--To (1) determine the characteristics of the dropout; (2) to show his reasons for withdrawal; and (3) to determine if any definite patterns exist that would help identify potential dropouts in Sparta High School.

Method Used--The method employed was the compilation of data from permanent records. A dropout questionnaire was administered to a group of dropouts picked at random. Along with the questionnaire, each dropout was personally interviewed.

Summary and Findings--

1. In the Sparta High School, I.Q.'s are not of major importance in identifying the potential dropout.
2. Students whose attendance is generally poor should be considered potential dropouts even though not all students with poor attendance records become dropouts.
3. The grade at which the greatest number of dropouts occurs is at the tenth grade.
4. Failing grades may help to identify potential boy dropouts, but did not seem to be a strong influence for the girls.
5. Town or rural residence is not an important factor influencing the decision to stay in school.
6. The dropout has little hope for holding a permanent job, for salary advancement or for anything but unskilled work.
7. Many dropouts were dissatisfied with school because they could see little relation between school and future work.

Gudmanson, Donald W., Guidance Services for an Elementary School. Plan B, M.S., 1963, Stout State University, 62 pages: Adviser, Dr. Oetting.

Purpose of Study--To see how the elementary school faculty appraised the present guidance services in the Spring Valley Elementary Schools.

Method Used--A brief survey of literature on elementary services was the major method employed in this study. Data was obtained through the use of check list for faculty members.

Gudmanson (continued)

Summary and Findings--Based upon the results of this study, the following recommendations for future action were made:

1. The administration should take the leadership in developing an adequate guidance program.
2. An analysis of the guidance services now available in terms of pupils, teachers, and the department should be made.
3. The faculty should be made to recognize the importance of guidance.
4. The development of the program of guidance services over a two or three year period should be recognized.
5. The guidance plan for the system should be co-ordinated with the total school effort.
6. The school should hire a guidance counselor, either full or part time, who could coordinate guidance services, serve as a link between the school's guidance activities and community guidance activities and agencies.
7. The process of involving a large percentage of the faculty through provision of a better program of in-service training in guidance should be initiated.

Hartmann, Eugene L., Basic Concepts of Guidance For In-Service Training Program. Plan B, M.S., 1961, Stout State University, 28 pages: Adviser, Dr. Iverson.

Purpose of Study--

1. To develop a basic guide for the guidance personnel to follow in an inservice training program.
2. To offer the classroom teacher a self-study guide of the basic concepts of guidance.
3. To fulfill the need for a guidance point of view within the total faculty of the school.

Method Used--Review of literature.
Conferences with classroom teachers.

Summary and Findings--The following statements should be considered for further study:

1. In-service training should be on a voluntary basis.
2. The placement and follow-up services should be considered for future topics.
3. Guidance programs should be evaluated by the teachers and should be open to their suggestions.
4. Classroom teachers should be made more aware of and active in the guidance program.

Hawkos, Thomas D., A Follow-Up Study of the Effects of Industrial Arts Courses on the 1963 Male Graduates of the Clintonville High School. Plan B, M.S., 1964, Stout State University, 28 pages: Adviser, Dr. Wiehe.

Hawkos (continued)

Purpose of Study--To ascertain if the industrial arts departments of the Clintonville schools are teaching the required content to aid the graduate in further education or in his present or future employment.

Method Used--Survey method.

Summary and Findings--Industrial arts departments are serving only part of the needs of the graduates now and for the future. A broader program of industrial arts would better prepare the graduate, both for employment and for further education. A broader program to include auto mechanics, electronics, electricity and plastics, would better suit the needs of the respondents, and provide a well-balanced program. The present evening adult program could be expanded to include welding, blueprint reading, machine metals, architectual drawing and plastics. The study showed that industrial arts should be required on the ninth grade level. A summer program of industrial arts courses would be beneficial to students who cannot schedule industrial arts courses during the school year.

Henjum, Raymond H., Guidance Services for a Junior High School. Plan B, M.S., 1961, Stout State University, 31 pages: Adviser, Dr. Oetting.

Purpose of Study--The purpose was to present an outline of the five typical guidance services organized in a more ideal fashion.

Method Used--Review of literature.

Summary and Findings--Noticeably lacking in the guidance program for Menomonie Junior High School is the proper development of community services, whatever form they may take, in helping students more adequately prepare and adjust to their future endeavors.

Another readily apparent lack is in the area of budget for guidance services.

Full-time secretarial help should be a feature of the program.

A possible emphasis in guidance leadership away from the principal to the guidance committee may or may not improve the quality of guidance services, but it may improve the working relationship between teaching and counseling staffs.

Hietala, Kayo R., A Follow-Up Study of Former Milwaukee Area Students Enrolled In the Machine Operator Training Program. Plan B, M.S., 1965, Stout State University, 14 pages: Adviser, Dr. Rudiger.

Purpose of Study--To determine how many trainees are still employed with the first employer that hired them after being trained.

To find out how many had gone on to further training.

To determine how many had advanced their position.

To determine which courses needed greater or lesser time and emphasis.

To determine whether the program was as effective as it had been planned to be.

Hietala (continued)

Method Used--Letter of transmittal and an information blank.

Summary and Findings--Students showed very strong tendencies toward self-improvement and training as evidenced by the findings.

Sixty-eight per cent of the respondents felt that the training received was adequate for what they were doing.

Houck, Robert J., The Role of the Elementary Guidance Counselor As A Consultant. Plan B, M.S., 1965, Stout State University, 29 pages: Adviser, Dr. Iverson.

Purpose of Study--To define the role of the elementary guidance person as a consultant with parents, teachers, children and his general responsibilities.

Method Used--Review of literature.

Summary and Findings--The study proposed that some thought be given to the writing of a paper at the national level which would address itself to some of the issues in the field of elementary guidance. Such a well-developed paper, sponsored by national organizations and carried out by representatives for elementary education, guidance, and related fields, could certainly examine some of the fundamental concerns with which we are faced. Hopefully, such a group could offer a theoretical basis within the broad context of a guidance program and could describe some of the essential characteristics to identify elementary school guidance, and also, point up some of the unresolved issues with which we are yet faced. Finally, it could perhaps propose some next steps by which a unified theory of elementary guidance could be developed.

Humphreys, Dennis P., A Follow-Up Survey of the 1958-1959 Part-Time Cooperative Graduates of Rapid City High School. Plan B, M.S., 1964, Stout State University, 29 pages: Adviser, Dr. Rudiger.

Purpose of Study--To ascertain how instrumental the part-time cooperative program was in helping high school students select and prepare for an occupation.

Method Used--Questionnaire.

Summary and Findings--Over seventy-five per cent of those surveyed felt their experiences in the Industrial Relations program were beneficial and recommended it to qualified students.

Since over half of the employed graduates continued their education, increased instruction and counseling should be provided so that they might better use this further training to improve and utilize their occupational competency.

Isaacson, Ivan, A Follow-Up Of the 1962 Male Graduates of Oshkosh High School. Plan B, M.S., 1963, Stout State University, 32 pages: Adviser, Dr. Wiehe.

Purpose of Study--To determine: (1) whether more high school students should be guided into taking industrial arts courses; (2) changes necessary in the industrial arts courses and program at Oshkosh High School in order to help prepare students for life's work.

Method Used--Follow-up survey.

Summary and Findings--Industrial arts in grades seven and eight were found to be very helpful to the respondents and should continue to be required. Those graduates who took industrial arts in high school felt they received help from these courses and the majority wished they had taken more. Those graduates who did not take industrial arts in high school felt they would have not received any help from such courses. More students would have selected industrial arts in high school if it did not have the stigma of being a "snap" or "low level" course. The present industrial arts offerings appear to be that those graduates who did not take industrial arts in high school, and who are now studying in such fields as engineering, could have profited from certain courses in industrial arts.

Jimos, George L., Principles and Implementation Of A Program for Gathering Anecdotal and Autobiographical Information for the Menomonie School System. Plan B, M.S., 1962, Stout State University, 43 pages: Adviser, Dr. Oetting.

Purpose of Study--To design a practical program for the collection of anecdotal and autobiographical information to be used to supplement test data normally included in each student's cumulative record.

Method Used--Interviews and questionnaires were distributed to counselors and counselor trainees at Stout State College regarding their ideas concerning the collection of non-test data and its value. This was followed by an extensive review of pertinent literature.

Summary and Findings--The counselor should organize the suggestions of the teachers and his own ideas into a workable plan for obtaining anecdotal and autobiographical information. It will provide some method for collecting anecdotes, either on a structured form or in some other manner. It will suggest ways of filing this information and using it. An organized program for collecting autobiographies and a guide as to what should be contained in them should be set up. Problems that may arise of a similar nature should be resolved through cooperative requirements and have them passed down through the administration as edicts. But in so doing, he is apt to lose the support of the faculty and a half-hearted effort will result. Through a sharing of experience and information, the teachers and the counselor will be better equipped to attack problems. This cooperative effort should have a carryover into other areas of guidance as teachers and counselors work together.

Each will become more aware of the other's needs and will therefore be better able to cope with them. The counselor will have a closer association with the classroom teachers and the teachers will be more conscious of the functions of guidance; thereby, they will be better able to avail themselves of the facilities of the guidance office. In the end, and most important, the students will benefit by this close cooperation between counselor and teachers.

Johnson, Allen J., A Follow-Up Study of 1957 Graduates Of Eau Claire Memorial High School. Plan B, M.S., 1963, Stout State University, 36 pages: Adviser, Dr. Iverson.

Purpose of Study--The purpose of this survey was (1) to determine what graduates are doing educationally and vocationally; (2) to gain information regarding additional courses they felt should be included within the curriculum.

Method Used--The normative survey method was used in collecting data for this report.

Summary and Findings--The following conclusions are based on the data in the study:
1. A follow-up study provides an opportunity for a school to evaluate its performance in terms of the needs of its students.
2. Satisfaction was expressed by the vast majority of the respondents in this follow-up study over the educational program they had experienced.
3. Eau Claire evidently provides substantial opportunities for its youth to remain in the community, as forty-four per cent of the 1957 graduates were residents.
4. Eau Claire's higher educational institutions serve the needs of the graduates who go on to college or who need vocational training.
5. Local industrial and business firms, who employ a large percent of graduates, have a vital stake in the local education program.
6. As a number of graduates indicated that their pattern of subjects would have been different, a need for more intensive counseling and guidance services should be employed.
7. To better serve the needs of current students, it was recommended that the high school conduct follow-up studies every three years in order to identify the changing needs of the graduates.
8. Continued motivation by school personnel and parents is important in helping students reach their maximum potential.

Johnson, Darlene Martina, What Aspects of a Counselor's Self Concept Influence the Counseling Relationship? Plan B, M.S., 1965, Stout State University, 43 pages: Adviser, Dr. Klitzke.

Purpose of Study--This study was a survey of literature and the development of a training tool for future counselors to use in answering the question "What aspects of the counselor's self concept influence the counseling relationship.

Johnson (continued)

Method Used--A Self Inventory was developed on the basis of a review of literature to answer the question "What aspects of a counselor's self concept influence a counseling relationship?"

The Self Inventory was administered to full time guidance persons and to members of a Counseling Practicum class at Stout State University to determine the functionability of the "tool" in the training of counselors. The Self Inventory was then revised by five full time counselors and teachers.

Summary and Findings--

1. An important factor in a counseling relationship is the counselor's self concept.
2. The feeling a counselor has concerning himself (his self concept) is transmitted to the client.
3. Counselors should be objective enough to a person just as he is--regardless of what he has done, is doing, or may do.
4. An effective counselor should know himself--not the subconscious--and be able to relate this self if the need arises.
5. Effective counselors must possess an extra sense--that of empathy (as opposed to sympathy), the ability to feel with people.
6. A counselor accepts what he knows about himself, or he initiates a change toward the goal of self acceptance, is an optimist, and possesses a progressive outlook.
7. Helping others should be the ultimate goal (putting the self in second place of a counselor in a counseling relationship.
8. A positive regard for people should be a part of the counselor's feeling for people.
9. Counselors should be regarded as friendly, but not overly so.
10. Counselors should never control, but gently guide to "self" insight by the client.
11. Counselors should feel acceptance concerning "differences" in people.
12. A self centered counselor means the big "I" comes in to destroy a helping relationship.
13. Counselors should have a tolerant, mature, stable self concept that isn't easily changed, swayed, or influenced by the client and/or his problems.
14. A counselor must realize the worth of his individual being; thus, not feel inferior or superior to others or their positions.
15. Honesty is a functionable value in all phases of a counselor's life.
16. Stability of a self concept comes through a functioning religion.
17. Counselors may be alone without being lonely (feeling isolated).
18. Counselors should counsel as guided by a healthy self concept, not as guided by the stereotyped counselor image.

Johnson, John E. H., An Analysis of Selected Characteristics of Eighth and Ninth Grade Industrial Arts and Non-Industrial Arts Students At Van Hise Junior High School. Plan B, M.S., 1964, Stout State University, 31 pages: Adviser, Dr. Prichard.

Johnson (continued)

Purpose of Study--To improve industrial arts offerings in order to more adequately meet the needs of the student and to provide evidence which would be useful in the re-education of the staff and the general public concerning the functions of industrial arts in the school.

Method Used--Survey of available literature. Information blanks.

Summary and Findings--The present offerings provided by industrial arts at the eighth, and more so, at the ninth grade levels, must be adjusted to meet the needs of those boys of higher academic and intellectual ability who are now transferring to the academic electives.

The parents of eighth and ninth grade boys must be reeducated as to the functions of industrial arts in the school and the educational requirements for the various career fields.

The industrial arts teachers in the school must organize a guidance program for the purpose of informing their students of the opportunities which industrial arts and its related professional and technical occupations have to offer.

Johnson, Richard V., A Follow-Up Study of the 1951 Graduates of Waukesha High School. Plan B, M.S., 1962, Stout State University, 60 pages: Adviser, Dr. Iverson.

Purpose of Study--The purpose was three-fold in that the study was designed to:

1. find the activities in which they were engaged and the degree of satisfaction with the same;
2. find out how the graduates appraised their high school and post-high school training;
3. utilize this information for possible improvement of instructional and guidance programs.

Method Used--A follow-up questionnaire was the method of gathering data.

Summary and Findings--Major Implications--The results of this study indicated the following:

1. This ten year study reaffirms the findings of earlier follow-ups on this group showing conclusively that there is not a great deal of mobility after graduation.
2. We can imply from the graduates responses that they feel the school has an obligation to teach the responsibilities of marriage, and that more should be done in this area.
3. Only three per cent of the men graduates are engaged in agriculture.
4. Counselors must remember, when scheduling high school girls, that in a few short years after graduation these girls will be primarily housewives and mothers.
5. Personal qualities and motivational factors were listed by two-thirds of the graduates as the reason for their success.
6. The personal and emotional satisfaction a job provides was considered the most important reason for job selection by the graduates.

Johnson (continued)

7. The graduates felt high school was most valuable in preparing them for a vocation or for further education.
8. The major criticism made of their high school training was that it failed to establish proper values of work, study, and self-discipline. Instructional procedures should be re-evaluated to make sure this criticism does not still exist at Waukesha.

Joniax, Wayne C., A Case Study of an Underachiever. Plan B, M.S., 1964, Stout State University, 55 pages: Adviser, Dr. Iverson.

Purpose of Study--To test the hypothesis, "Given the proper guidance, an underachieving student will achieve academically in line with his intelligence as measured by scholastic aptitude on an intelligence test."

Method Used--The procedure used in this study was to acquire a good background knowledge of the underachieving student and thoroughly use all applicable guidance techniquesto increase the individual's achievement by helping him help himself.

Summary and Findings--From this study the following conclusions were drawn:

1. Underachievement is linked with educational, personal, and emotional elements.
2. There are no shortcuts for alleviating underachievement.
3. Home environment is especially influential in determining achievement level.
4. An underachiever can realize what is expected of him, but he must assess his abilities and interests and determine whether he is honestly working up to his ability.

Knobeck, Wilbert W., A Follow-Up Study of Those Students Who Have Taken a Course or Courses In Auto-Mechanics at Lincoln High School In Wisconsin Rapids During the Years 1958-63. Plan B, M.S., 1964, Stout State University, 33 pages: Adviser, Mr. Morical.

Purpose of Study--To analyze the course offerings to determine whether or not they have met the needs of those who have taken courses in auto mechanics at Lincoln High School, Wisconsin Rapids, during the years 1958-63.

Method Used--Review of records.
Questionnaire and letter of transmittal.

Summary and Findings--There is an educational need concerning the selection, operation, and care of an automobile. The most logical place to teach people in regard to selection, care, and operation of an automobile is in high school because all high school students are potential buyers and operators of automobiles. Greater emphasis should be placed upon recognition of troubles rather than the skills involved in actual repair. Auto

Knobeck (continued)

mechanics courses attracted relatively few students during the years included in this study. Students in the lower rank in their class enrolled in auto mechanics much more frequently than did the higher ranking students. Students enrolled in auto mechanics classes received very little assistance in selecting and scheduling these courses. Auto mechanics courses have helped persons in their present jobs. Auto mechanics courses in high school provided the students with a good opportunity to learn enough about the selection, care and operation of an automobile to help them considerably, regardless of the vocation they selected. More educational firms and instructional materials would have helped the students learn more in the auto mechanics classes. The greatest emphasis in the auto mechanics courses was on the care of the automobile. The auto mechanics courses at Lincoln High School have been good. The facilities were considered good, as was the teacher-pupil relationship.

Koball, Wesley W., *An Analysis of Graduates' Suggestions for the Guidance of Industrial Technology Students At Stout State College.* Plan B, M.S., 1964, Stout State University, 28 pages: Adviser, Dr. Sommers.

Purpose of Study--

1. To obtain an up-to-date indication of the trends in the demands of society for successful acceptance.
2. To ascertain the change needed by students to achieve an information program tailored to the satisfaction of his needs.
3. To furnish data, concerning the student, relevant to the solution of the situation.

Method Used--Survey of the graduates of the program of Industrial Technology at Stout State College.

Summary and Findings--Policy and conduct concerning the student of Industrial Technology at Stout State College needs an appreciable change, beneficial to the student, the department, and the school. The changes necessary must be achieved by the cooperative effort of the student and the school. The student must use his elective freedom to achieve meaning and significance to his education along with an increase of communitive ability. Placement is the result of the students educational efforts. The extensiveness of possible employment contact can be enlarged by a systematic approach and the use of instruments as the Personal Resume. One highly desirable asset looked for by nearly all employers is worthy employment experience.

Kopp, Arthur A., *A Proposed Plan for the Organization and Administration of a Guidance Program at the Eau Claire Vocational, Technical, and Adult School.* Plan B, M.S., 1965, Stout State University, 50 pages: Adviser, Dr. Salyer.

Kopp (continued)

Purpose of Study--The central problem of this study was the developement of a program of guidance services which would fulfill the needs of the students enrolled at the Eau Claire Vocational, Technical and Adult School, Eau Claire, Wisconsin.

Method Used--Review of related literature.

Summary and Findings--

1. A well organized in-service program that would involve all teachers in a study of guidance services might be effective at the Eau Claire Vocational, Technical and Adult School.
2. Counselors should be relieved of many of the clerical duties in order to spend more time in counseling.
3. A position of registrar should be created, but if he is involved in counseling, the person should have a minimum of 18 hours in guidance work.
4. More time should be alloted to the guidance department during the first week of school for orientation purposes.
5. Teachers should receive more encouragement to make referrals to the guidance department.
6. The service provided by the guidance department should be continuously evaluated in order to see that the needs of the students are being served.
7. Many of the guidance forms now processed by clerical help should be turned over to the data processing department.
8. Much more emphasis should be placed on the placement and follow-up services.
9. The duties of the guidance director should be confined to pupil personnel services and not be involved purely in administrative functions.
10. State personnel and other authorities should be consulted before the final plans are adopted for the guidance center in the new building.

Krueger, Harold C., The Case of Pat C. Plan B, M.S., 1964, Stout State University, 36 pages: Adviser, Dr. Iverson.

Purpose of Study--To gain insight into the social delinquent.

Method Used--The case method.

Summary and Findings--The methods used to help Pat were varied. The counselors modified Pat's program to fit his ability. Individual reports on Pat's progress were made at six week intervals. Each of Pat's teachers met with the foster parents individually and discussed Pat's performance in that particular class. Individual counseling sessions were set up with Pat and his program was discussed. It was the feeling that Pat's main problem in doing school work was his inability to read well. The method of separating Pat from other delinquents proved least effective as he found these people between classes and after school. Having found out that he would be sent home, his performance began to drop below that previously achieved. More direct counseling is needed with this young man to help him see himself and his abilities.

Larsen, John A., A Survey of Selected Guidance Programs. Plan B, M.S., 1963, Stout State University, 53 pages: Adviser, Dr. Iverson.

Purpose of Study--To discover the methods and techniques of guidance in selected high schools, and to adapt appropriate ones for these methods and techniques to the guidance program of Auburndale High School.

Method Used--The principal method of obtaining information was a survey of selected guidance directors of Wisconsin schools through personal interviews.

Summary and Findings--It was concluded that very little emphasis is placed on the area of personal-social guidance by guidance departments of the schools participating in the survey.

The results of the survey indicated that schools with functional guidance programs do not have functioning guidance committees. It was concluded that guidance committees are unnecessary in a high school with an established guidance department.

The study indicated that the guidance directors felt that a program of follow-up studies would be benefical to the curriculum development of the high schools surveyed. However, none of the schools included a system of follow-up services in the guidance program. The reason given for the absence of follow-up services were lack of time, personnel, and facilities. The study concluded that lack of personnel formed the basis for the absence of follow-up studies in the high schools surveyed.

Larson, George B., A Proposed Course of Study in Guidance For Elementary Schools in Menomonie, Wisconsin. Plan B, M.S., 1964, Stout State University, 62 pages: Adviser, Dr. Rimel.

Purpose of Study--This study was designed to: (1) analyze the need for an elementary school guidance program, (2) determine the services that constitute an elementary school guidance program, and (3) propose elementary schools in Menomonie, Wisconsin.

Method Used--Review of literature.

Summary and Findings--The proposed program included:

1. Selection of a Guidance Committee
2. The Role of the Guidance Committee
3. Initial Function of the Guidance Committee
4. The Role of the Administrator
5. The Role of the Principal
6. The Role of the Teacher
7. The Role of the Counselor
8. Program of Testing for the Menomonie Elementary Schools
9. Evaluation of the Proposed Menomonie Elementary Guidance Program

Larson, Marilyn E., Guidance Techniques In the Elementary School. Plan B, M.S., 1965, Stout State University, 110 pages: Adviser, Dr. Rimel.

Larson (continued)

Purpose of Study--The central problem of this study was to evaluate guidance techniques used with elementary school children in a Central Wisconsin public school system.

Method Used--Review of literature.

Summary and Findings--In summation, recommendations based on the results of this study included:

1. Because of lack of trained personnel in the field of play therapy, the kindergarten teacher could be utilized in helping young children express their feelings through play. She must be trained in interpreting children's play as well as in academic learnings and the behavioral sciences.
2. The kindergarten room should be well equipped with toys suggestive and symbolic in nature so the young child may be given the opportunity to be creative and imaginative in his play.
3. There should be close parent-school relations upon the child's entry into school for the satisfying and rewarding for all concerned.
4. There must be an effective assessment of the child's readiness for different aspects of learning so the child will not be forced into situations for which he is not ready, resulting in frustration and negative learning attitudes.
5. Pressure should only be used as a positive force as motivation to achieve in situations where a child is ready.
6. Extreme care should be used in the selection of teachers of elementary school age children.
7. As the family is the basic nurture group, it is essential that there be help available to parents in the field of family relations.

Lehman, Earl R., A Follow-Up Study of Drummond High School Graduates From 1956 to 1960. Plan B, M.S., 1963, Stout State University, 29 pages: Adviser, Dr. Pritchard.

Purpose of Study--To attempt to identify those areas in a school program that meet or do not meet the students' needs for further education, job employment, and social changes as he enters the world of work and life.

Method Used--The descriptive method of research with the questionnaire as the tool used to gather the data.

Summary and Findings--There is a definite need for the school to provide help in the social-mental area. With opportunities that exist for good teacher-pupil relationship, the drop-out problem could be eliminated. A majority of those who responded to the questionnaire found that the courses they had taken were helpful to them in their present positions. Information provided by the student's evaluation of the courses in the school's program indicated that a curriculum study should be made to evaluate and upgrade the courses that are offered in the school's program.

Lokken, Mabel N., Guidance In Action Through Individualized Reading. Plan B, M.S., 1962, Stout State University, 95 pages: Adviser, Dr. Rimel.

Purpose of Study--To develop a guide for an individualized reading program.

Method Used--Review of literature.

Summary and Findings--Individualized reading demands flexibility and sensitivity to needs if it is to remain individualized. For teachers who believe in working with the individual on his own level of learning, and who believe that every child should be given the freedom to grow and learn, the individualized approach to reading is highly recommended.

Mass, Gladys, A Follow-Up Study of 1963 Graduates of Oshkosh High School. Plan B, M.S., 1964, Stout State University, 42 pages: Adviser, Dr. Iverson.

Purpose of Study--The purpose of this investigation was to determine: (1) the relationship between goals and plans while in school and how youth occupy themselves after leaving high school; (2) whether changes are necessary in the curriculum and the guidance program, especially in the areas of educational, vocational, and personal counseling.

Method Used--Review of cumulative records.
A survey questionnaire was constructed and mailed.

Summary and Findings--The students who selected college preparatory courses were better able to carry out their goals and indicated that they were the most satisfied. The availability of schools in the immediate city and surrounding area has had an influence on the large number who are attending a higher institution of learning. The fact that there is so little unemployment for both boys and girls may indicate that if a job is not available, they will attend a school in the immediate area. Students who have taken industrial arts, business and college courses rather than a general course are attending the Oshkosh Technical Institute. Skilled labor seems to demand some technical knowledge which the industrial arts field is able to supply. In the business field, it was indicated that the girls have prepared themselves by enrolling in the commercial courses. It would seem that factory workers are the least satisfied with their work. Many of them took a general course. Students taking the general course often take a variety of subjects, with very little consistency except in the required subjects. In the nursing course, there was a marked consistency in electing subjects which qualified the students for nurses' training. The findings suggested that many students apparently are unaware of the role counselors might play in helping the student to adjust better in and out of school. There seems to be a pronounced need for school counselors to give the students more help in planning academic programs and opening the doors to the many avenues in the vocational field, as well as in helping them personally. The responses also indicated that some students did not seem to realize when they did receive aid from the counselors. This was illustrated when some of the respondents said that they did not make use of the guidance services and yet their college entrance examinations had been interpreted for them by a counselor.

Manay, Thomas J., A Follow-Up of Gibraltar High School Graduates Who Have Had Experience In Industrial Arts. Plan B, M.S., 1965, Stout State University, 31 pages: Adviser, Dr. Prichard.

Purpose of Study--To determine the practicality of the areas of instruction in the industrial arts program at Gibraltar High School, in reference to the vocational and avocational uses.

Method Used--Interviews with the aid of a questionnaire check list.

Summary and Findings--

1. A much closer coordination is needed between the guidance department and the industrial arts department for vocational guidance.
2. The general comprehensive shops should be continued on the first year only, after which the areas of instruction should be given on a unit basis, allowing for greater breadth and depth of learning in a specific area.
3. Industrial arts should be a required course on the freshman level of high school.
4. Beyond the sophomore level, students should be encouraged to do independent study in areas of greatest interest.

Mattson, Allen L., A Suggested Plan for Ninth Grade Group Guidance At Menomonie Junior High School, Menomonie, Wisconsin. Plan B, M.S., 1962, Stout State University, 39 pages: Adviser, Dr. Iverson.

Purpose of Study--To present a suggested group-guidance unit in compliance with pressing student needs, and in keeping with the present Menomonie Junior High School guidance program.

Method Used--The following four methods were employed in the development of this paper:

1. A review and analysis of available literature was conducted to determine the most common problems of youth.
2. A Mooney Problems Check List was administered to identify the present problems of the eighth grade students.
3. A study of the existing guidance program was conducted to determine how the existing program is meeting the student's needs.
4. The results were analyzed and a suggested plan presented.

Summary and Findings--A guidance unit could be introduced into the school program without necessitating any major class or program changes. Although an eighteen hour unit does not appear adequate in meeting all student problem needs, it is an administrable introductory plan and does not seem to infringe upon present school programs.

Meredith, Philip J., A Proposed Program For the Organization and Administration Of Guidance Services In the Boyceville High School. Plan B, M.S., 1964, Stout State University, 51 pages: Adviser, Dr. Salyer.

Purpose of Study--To determine certain criteria for a well-developed program of guidance services, to eliminate those criteria which prove

Meredith (continued)

feasible, and to incorporate the latter into the school system.

Method Used--The basic method of research for this study was a review of literature.

Recommendations--The following recommendations were offered for the proposed plan of guidance services: (1) Employ a fulltime counselor or two half-time counselors; (2) develop an in-service training program in guidance and testing; (3) employ teachers who have an understanding of guidance services and who are prepared to carry out basic guidance duties generally assumed by teachers; (4) encourage summer extension work in guidance courses at the undergraduate or graduate levels for the administration and teachers. The encouragement could be provided by both financial reimbursement and the board of education approval; (5) provide the necessary equipment and time for proper presentation of the guidance services; (6) establish an elementary school guidance program; and (7) evaluate the guidance program continually.

Miller, Earl L., Guidance Services At Green Bay West High School. Plan B, M.S., 1964, Stout State University, 73 pages: Adviser, Dr. Oetting.

Purpose of Study--The purpose of this study was to evaluate the guidance services and practices within the Green Bay West High School.

Method Used--A survey type of checklist was distributed to a random sample of twenty faculty members who had been teaching at West High School for at least five years or more.

Recommendations--(1) It was recommended that a guidance committee be established. This committee should be staffed by at least one member from each curriculum area. (2) It was recommended that a new office of Director of Guidance be created. (3) It was further recommended that greater effort be made to secure the services of school connected specialists. (5) It was recommended that it be the specific function of the guidance personnel to follow through on referrals to school specialists. (6) It was recommended that the guidance personnel investigate a method of securing and keeping up to date the physical and medical records of the students. (7) That greater stress be given to the development of the information service. (8) One more secretary for the guidance department be employed. (9) The ideal ratio for counselor to students is one counselor for approximately 300 students. (10) In order to provide a better understanding of environmental circumstances, it was recommended that some time be made available for home visitation. (11) It was recommended that the guidance personnel investigate and re-evaluate their roles in testing, psychological information, and employment placement. (12) The follow-up service was rated by the staff as the poorest of all guidance services. (13) The concluding recommendation was the establishment of a continuous "in-service" training program, coordinated by the school's Director of Guidance.

Ness, Raymond, The Identification of Potential Dropouts From A Study of the Permanent Records of Eau Claire High Schools. Plan B, M.S., 1964, Stout State University, 51 pages: Adviser, Dr. Courtney.

Purpose of Study--To determine whether or not there were certain characteristics common to most dropouts that could be identified from the permanent records.

Method Used--Through tabulation of the data from the permanent records, percentages were worked out giving a summary of the factors that were most commonly found in the dropout population.

Summary and Findings--Eau Claire does not have an alarming rate of dropouts. In fact, it rates very favorably with the national and state dropout trend.

The study showed that the following recommendations will aid in identifying the potential dropout and help give the student the type of education and training best suited to him.

1. Although Eau Claire has several full time and part time counselors and guidance personnel, the guidance services should still be expanded and improved. The elementary grades should have more guidance and counseling services to help the children when they begin to have troubles.
2. The potential dropouts should be identified as early as possible and should be counseled. Teachers should be made aware of the factors identifying a student who is apt to withdraw from school so they can analyze each individual's difficulty, and plan practical steps to counteract his discouragement.
3. Ability grouping and special education classes have contributed much toward the low dropout rate in Eau Claire.
4. The school alone should not be held responsible for the number of dropouts of a community. There are factors in the home and within the community itself which are detrimental to the education of some children. Some work should be done at the adult level; that is, to educate the parents of the importance of education for their children. They should be impressed with the importance of regular school attendance. This could be accomplished with conferences with chronic absentees and their parents.

Neste, Clifford J., The Detection of Specific Changes In Social Attitudes Between Junior High School and Senior High School Students. Plan B, M.S., 1965, Stout State University, 41 pages: Adviser, Dr. Iverson.

Purpose of Study--To detect specific changes in social attitudes between Junior High School ninth grade and Senior High School tenth grade students.

Method Used--Survey of related literature.
Development of a questionnaire.

Neste (continued)

Summary and Findings--

1. The similarity of social attitudes at the late Junior High School and early Senior High School levels, allows for early counselor orientation in the Junior High and a continuation of the same program in Senior High. With ample coordination at both levels, the vital adjustments to the new surroundings could be eased considerably.
2. By being more cognizant of the feelings of the students studied, all educators involved with these students may develop a more adequate program of meeting the needs of this transitional period.
3. Because of unequal development at both levels, strained social situations are almost bound to occur among these peers. It is important that those associated with such environments, parents, teachers, and counselors alike, recognize the need for self-adjustment and exploration with careful supervision.

Noll, Donald H., A Study of Intelligence and Achievement Levels of Juvenile Delinquent Males Committed To the State Training School. Plan B, M.S., 1964, Stout State University, 26 pages: Adviser, Dr. Iverson.

Purpose of Study--This study was primarily concerned with starting a yearly statistical survey of intelligence and achievement levels of juvenile delinquent males committed to the State Training School.

Method Used--The method employed for this study consisted of testing all boys during the first two weeks of committment to the State Training School.

Summary and Findings--The study regarded the information as concise and sufficient to help in curriculum planning. After completion of the follow-up study, personnel needs for remedial programming can be established.

Oliver, Charles A., A Dropout Study Based on Pupils Who Entered The Ninth Grade in the Secondary Schools of Pierce County, Wisconsin, In 1961. Plan B, M.S., 1965, Stout State University, 39 pages: Adviser, Dr. Iverson.

Purpose of Study--To determine the dropout rate, the characteristics of the dropout, and to recommend a course of action so as to increase the holding power of the six secondary schools in Pierce County, Wisconsin.

Method Used--Questionnaires, together with instructions and a letter of transmittal, were sent to each of the six secondary schools.

Summary and Findings--There was no single characteristic or pattern of characteristics which described all dropouts or all potential dropouts.

The characteristics associated with the dropout population were such that most of these individuals were unable to experience satisfaction in school.

By the time a pupil has reached the decision to leave, the school has missed its best opportunity to help him through early attention to the problems which eventually motivate him to action. Thus, the need for identification and help at the elementary level is reinforced. However, for those who do reach the point of decision to drop out, the motivation behind the decision may provide the impetus which makes guidance and counseling of special value to him. Programs, instituted to solve problems that result in pupils' dropping out, should be offered long before leaving school is perceived by them as the way out. Remedial assistance, special education, counseling, parental involvement and non-school resources should be utilized whenever appropriate to assist people as soon as they need help. This applies throughout the entire school program.

Pearson, Robert L., A Follow-Up Study of the 1957-62 Graduates Who Participated in Industrial Arts In the Wayzata High School, Wayzata, Minnesota. Plan B, M.S., 1965, Stout State University: Adviser, Dr. Wiehe.

Purpose of Study--To determine the needs of graduates of Wayzata High School, Wayzata, Minnesota.

Method Used--Six year follow-up survey.
Individual information blanks and letters of transmittal.
Examination of high school records.
Telephone survey.

Summary and Findings--

1. There seemed to be no fixed pattern of fields of employment at this time. Graduates are employed in occupations ranging from the unskilled to the professional levels.
2. It appears that present industrial arts offerings should be re-evaluated and expanded to include more unit areas related to the many occupations followed by Wayzata graduates.
3. A need for post high school training in the local area is reflected by the graduates suggestions. The fact that over 37 percent of the graduates had received no post high school education also indicated a need for training of some type.
4. There seemed to be an apparent concern by graduates for closer contact with industry and potential employers during high school.
5. There is evidence that industrial arts training is of special significance to the Wayzata graduate, since it represents tangible relationships to many and varied experience.

Plank, John T., A Case Study of an Inmate at the Wisconsin State Reformatory and the Effects of the Guidance Program Upon His Rehabilitation. Plan B, M.S., 1961, Stout State University, 20 pages: Adviser, Dr. Iverson

Purpose of Study--To study the effects of the guidance program on one of the inmates of the Wisconsin State Reformatory.

Method Used--The case study method was used.

Summary and Findings--Whether or not Tom would have adjusted properly without guidance is indeterminable. Many unknown factors enter a picture like Tom's, but the fact remains that Tom is working in a field that he learned at the Reformatory. His interest in this field apparently is satisfactory. Whether or not this lad will eventually return to penal custody is anyone's guess. No one can say who may be committed sooner or later to a penal institution because of future unpredictable circumstances.

This study concluded that a program of formal and informal guidance did aid an inmate to better prepare himself for society.

Pracht, Lorn D., A Follow-Up of the Graduates of Rib Lake High School, Rib Lake, Wisconsin, for the Years 1957 Through 1961. Plan B, M.S., 1962, Stout State University, 21 pages: Adviser, Dr. Christianson.

Purpose of Study--To determine (1) if the graduate's education need had been satisfied by the curriculum of Rib Lake High School, (2) to what extent it had been found lacking, and (3) which additional courses should be offered as part of the curriculum.

Method Used--Questionnaire.

Summary and Findings--

1. The majority of the Rib Lake graduates' educational needs were satisfied.
2. Although a number of girls were working in clerical jobs, the need for improvement of the commercial department had been indicated. Results of the survey also indicated that the college preparatory course should be improved.
3. Additional courses that the graduates thought should be offered included: foreign language, behind-the-wheel driver education, general electricity, citizenship, art, and general metals.

Rosenthal, Thomas G., A Study of the Methods of Motivating Junior High School Mathematics Students Through the Use of Related Occupational Information. Plan B, M.S., 1962, Stout State University, 44 pages: Adviser, Dr. Salyer.

Purpose of Study--It was the purpose of this study to define motivation and investigate the factors of occupational information that are related to mathematics. Another objective was to determine whether or not the integration of occupational information in the junior high school mathematics classroom may influence the motivation of the students.

Rosenthal (continued)

Method Used--The method employed included a survey of pertinent literature and a questionnaire of inquiry as to the instructional methods used by Pontiac, Michigan, junior high school mathematics teachers concerning occupational information related to mathematics.

Summary and Findings--Methods of integrating occupational information into junior high school mathematics included the following:

1. Analyze mathematics requirements of the occupations of parents and friends.
2. Have supplementary reading materials available that pertain to mathematics.
3. Use newspaper and magazine articles concerning mathematics.
4. Include record forms in daily life, such as income tax forms, banking forms, and budgets.
5. Provide field trips to observe people who use mathematics in their work.
6. Arrange interviews with qualified employees.
7. Request resource people to inform the class of various implications in mathematics.
8. Utilize speakers, movies, skits, and other activities as special assemblies.
9. Assign career novels involving mathematics to be read and reported upon.
10. Arrange for panel or round table discussions on topics concerning mathematics.
11. Utilize displays, charts, bulletin boards, and new items related to mathematics.
12. Devise a unit of instruction with a special emphasis on the stock market exchange.
13. Develop problem sheets based on current events and special reports.
14. Give a pre-test about career opportunities in mathematics.

Rowe, Robert D., A Follow-Up Study On the Cooperative Trades And Industry Program From 1958-1963 At Davenport, Iowa. Plan B, M.S., 1965, Stout State University, 21 pages: Adviser, Dr. Rudiger.

Purpose of Study--To determine how effectively the Cooperative Trades and Industry Program placed graduates into occupations.

Method Used--Questionnaire was used.

Summary and Findings--Sixty-five per cent of the former graduates were either working for their training employer or in a related area occupation. The program is meeting the needs of industry at the present time. More related mathematics should be taught to vocational bound pupils.

Rusch, Romelle F., A Follow-Up Study of the 1960, 1962, and 1964 Graduates of Oconto Falls High School. Plan B, M.S., 1965, Stout State University, 55 pages: Adviser, Dr. Iverson.

Rusch (continued)

Purpose of Study--The purpose of this investigation was to determine: (1) the relation between the graduates' present status and his preparation, and (2) whether changes are necessary in the curriculum and the guidance program.

Method Used--This information was gained by a follow-up study conducted in cooperation with the guidance department.
Review of literature.
Questionnaire.

Summary and Findings--

1. Curriculum revision is the work of the administration and staff. Suggestions from former students may be used as guide lines.
2. Graduates indicated that the English curriculum should be improved, especially in the areas of composition and literature.
3. The commercial department could be still more effective by having a second year of typing and a business English course.
4. More industrial arts courses should be made available for the boys and a stronger home economics program should be developed for the girls.
5. More emphasis should be placed on psychology and sociology in the social science curriculum.
6. An elective course of art and music appreciation was indicated as being a worthwhile part of the curriculum.
7. More counseling should be available to freshmen and eighth graders to help them plan their courses and to help them adjust to the transition to high school life.
8. All students should be better informed about the phases of guidance services and definite counseling periods should be arranged at least once a semester for each individual.
9. Counselors, to be most effective, should be allotted more time for conferences and should take more personal interest in the student.
10. More information on colleges and vocations should be placed in the library where it is more accessible to the student.

Sather, Robert D., An Analysis of the Problems of Eau Claire, Wisconsin, Ninth Grade, North Junior High School Students as Revealed by the Mooney Problems Check List, Form H. Plan B, M.S., 1963, Stout State University, 69 pages: Adviser, Dr. Iverson.

Purpose of Study--The study included provisions for determining the problems of (1) the entire student body, (2) boys separately, and (3) girls separately.

Method Used--Administration and analysis of the Mooney Problems Check List, Form H, was the method used for the gathering of data.

Summary and Findings--Boys checked more problems than girls for the entire check list with a mean number of problems being 46.6 for boys and 45.7 for girls. The boys checked more problems in the area of adjustment to school work, finances, living conditions and employment, the future, educational and vocational, curriculum and teaching procedures, health and physical development, and home and family. The girls checked more problems in social and recreational activities, personal-psychological relations, morals and religion, social-psychological relations, and courtship, sex, and marriage.

Girls and boys had different problems; however, girls and boys had important problems in common. When considering the additive sum of all eleven areas of the ten most important problems, it was found that the boys and girls had seventy-three of the one-hundred and eleven most important problems in common.

A positive correlation was obtained when comparing rank-order of important problem areas between boys and girls. Using the mean number of problems checked in each area by boys and girls, the correlation was found to be a positive .69. The high positive correlation indicates a direct similarity between boys and girls area problems.

Satter, Sheldon M., In-Service Training Activities With the Faculty During the First Year of a Newly Developing Guidance Program. Plan B, MS, 1962, Stout State University, 29 pages: Adviser, Dr. Rimel.

Purpose of Study--To determine the most important elements that need clarification to be of value to the guidance program during the first year.

Method Used--A review of literature pertaining to in-service training in the field of guidance was presented for this study. Also, a check-list which contained many of the areas commonly found in functioning guidance services was developed. The normative survey method involving the use of the checklist was employed to gather the data. Teachers, administrators, and counselors were asked what, through their experience, would have promoted more understanding of, better attitudes toward, and/or greater functioning of the guidance program during the initial year through an in-service training program. Data collected, after tabulation, was studied, comparisons and evaluations were made, and recommendations were suggested.

Summary and Findings--Throughout this study it was apparent that additional research was needed in the field of in-service training. The small sample limited the significance of the study. The value of results were in its use as a starting point for a counselor going into the field. Used as a guide, the study provides the counselor with relative rankings concerning functions for beginning an in-service training program in a school system.

Schanck, Carlene, The Role of the Classroom Teacher in the Total Guidance Program. Plan B, M.S., 1961, Stout State University, 52 pages: Adviser, Dr. Iverson.

Schanck (continued)

Purpose of Study--The purpose of the study was to explore: (1) how the classroom teacher could contribute to the guidance program; (2) how the guidance program could help the teacher do a better job; and (3) through these two purposes, to establish a good rapport between counselor and classroom teachers.

Method Used--The method employed was a survey of literature.

Summary and Findings--The classroom teacher can be of great value in an overall guidance program. Due to lack of training and lack of time, and because the scope of guidance is so great, the teacher will not be able to deal with all aspects of guidance. With organized study through an in-service program, valuable aid and assistance may be provided in many areas that affect the lives of the young people in the classroom.

Schellin, FaDonna M., A Case Study of Andrea. Plan B, M.S., 1963, Stout State University, 31 pages: Adviser, Dr. Iverson.

Purpose of Study--This study was concerned with the following two areas in guidance: (1) the investigation of the effectiveness of the guidance program upon Andrea, a student who has problems in high school, and (2) Andrea, whose problems represent, to her, an insurmountable situation and whose outlook on life is centered upon her feelings of rejection.

Method Used--The study was conducted using the following methods: personal contact with Andrea, home visits, discussions with her teachers, family physician and family minister; cooperation with the Federated Family Service and County Welfare Service; attendance at case conferences and individual conferences with case workers from these organizations; and a survey of cumulative records and other literature.

Summary--The case is still open. There is no happy ending. During the ensuing months a new pattern should emerge if those involved who were planned with and those who were planned for are sincere.

Schmig, Eugene, The Case of Joe. Plan B, M.S., 1964, Stout State University, 39 pages: Adviser, Dr. Iverson.

Purpose of Study--To determine what factors have influenced Joe's decline in achievement and attitude.

Method Used--The case study method employed in this study was a form of descriptive research. It was an intensive study of the physical, social, emotional, and intellectual growth of this individual from early childhood to the present.

Summary and Findings--Recommendations

The parents of Joe should be called in for a conference and the problems found in this study should be discussed with them.

Schmig (continued)

Joe should be referred to the school health department for a thorough eye examination each year.

The client should be counseled and given special help by his teachers to regain the confidence he has lost in himself as a student.

A program on occupational information should be provided for Joe so that he may obtain a more realistic outlook into the life of a carpenter.

The researcher should set up case conferences to discuss the conclusions of this case study.

This study should be continued as Joe progresses throughout his educational life.

Schwengerdt, George C., Methods of Selection and Remuneration of Residence Hall Assistants in Wisconsin State Universities. Plan B, M.S., 1964, Stout State University, 47 pages: Adviser, Dr. Iverson.

Purpose of Study--To obtain information on what methods and instruments were being used in the state universities to select men to serve as resident assistants in their dormitories and the remunerations provided.

Method Used--To obtain the above information, a questionnaire consisting of eighteen questions relating to the selection and remuneration of residence hall assistants, was prepared. The questionnaire was checked by the Director of Housing, Dean of Men, and Dean of Students and alternations were made in accordance with their suggestions. The revised questionnaire was then sent with a letter of transmittal, signed by the Dean of Students, to the Dean of Men and/or Dean of Students at each of the nine state universities.

Summary and Findings--This study showed that both in the literature and in practice, in the Wisconsin State Universities, the methods of selection of resident hall assistants are those that have generally been in use since World War II and do not show the benefit of increased knowledge and understanding of human relations and personnel work. The resident assistants are generally selected "from above" with little or no consideration of the opinions of the students with whom these men are supposed to work.

Shier, John B., A Study to Determine the Value of a How to Study Course for Owen-Withee Senior High School. Plan B, M.S., 1962, Stout State University, 31 pages: Adviser, Dr. Iverson.

Purpose and Method--The paper dealt with an experiment carried out in the Owen-Withee Senior High School. The experiment involved two groups of senior class members. One group participated in a class in learning how to study, with the other group selected as a control group for comparison purposes.

Shier (continued)

Summary and Findings--It was found, from the collection of data, that those students taking the course in how to study, generally, scored higher in the three measurements, than those in the control group. Ten out of twelve of the students scored higher daily test averages than the students in the control group. Nine out of twelve scored higher on the third quarter report cards, and five out of twelve showed improvement in the Iowa Tests of Educational Development.

Simmins, William W., A Study On the Effectiveness of the Probation Program for Juveniles in Dunn County, Wisconsin From 1958 Through 1963. Plan B, M.S., 1964, Stout State University, 32 pages: Adviser, Dr. Klitzke.

Purpose of Study--To determine how effective probation was in the treatment and rehabilitation of juvenile delinquents in Dunn County, Wisconsin from 1958 through 1963.

Method Used--The problem was studied by comparing the number of cases that violated probation regulations and were committed to the State School for Boys for the years 1958 through 1963 with the total number who were placed on probation during this period.

Summary and Findings--Within the limits of this study, these conclusions were reached: (a) delinquency in Dunn County represented 3.3 per cent of the male population aged ten years through eighteen and was not becoming a serious problem, (b) three and one-tenth per cent of the delinquent males needed institutional care and intensive therapy, while 96.9 per cent made a satisfactory adjustment and were no longer in conflict with society, (c) probation is an effective treatment in rehabilitating the juvenile delinquent, and (d) the percent of probationers in Dunn County with no recorded violations during their probation period was 96.9 per cent compared with the Survey of Release Procedures report of 61 per cent. It may be questionable to define effectiveness of probation by merely determining those who do not violate the law at a later date.

Sipple, Sister M. Edwardine O.S.F., The Organizational Plan of the Guidance Program for Lourdes High School, Rochester, Minnesota. Plan B, M.S., 1965, Stout State University, 62 pages: Adviser, Dr. Salyer.

Purpose of Study--To determine the functions of each of the personnel in the guidance program as developed from the experimental period, and to state specifically their objectives and responsibilities.

Method Used--The method employed in this study was of the normative type.

Summary and Findings--New Methods of assisting students in their adjustments to new situations are necessary in a constantly changing

Sipple (continued)

society. More and more educators realize that emphasis must be on the individual and his world of problems and decisions. Catholic educators have manifested considerable interest in the formal guidance movement, for the real core of the Catholic educational system has always been guidance, both moral and spiritual. The intellectual, social, occupational abilities, interests and needs of Catholic school students, together with moral and spititual guidance, combine to form the real purpose of Catholic education, which is the complete development of the "Whole student" according to his true nature. It is the goal of the guidance department to prepare individuals to meet their problems with maturity and intelligence. This goal can be accomplished effectively only when the school has an organized guidance program well-integrated with the total educational program and staffed by dedicated and interested personnel. However, the work to be done challenges not only the specially trained personnel in the guidance department, but all teachers and administrators in their daily contacts with students. The ideal of guidance compels all staff members, and guidance personnel in particular, in the world today to know the realities, favorable or unfavorable, and to discharge their guardianship in the light of this understanding.

Soderberg, David G., Orientation Program in the Senior High School. Plan B, M.S., 1964, Stout State University, 61 pages: Adviser, Dr. Iverson.

Purpose of Study--It was the prupose of this study to examine senior high school orientation programs in general.

Method Used--The normative survey method was used to gather the data for this study.

Summary and Findings--The conclusions reached were as follows:

1. Most counselors realize the necessity of a well-planned orientation program for the new students.
2. The parents, like the students, must be oriented to the specific phases of the school.
3. Most schools are organized so that students are given some form of orientation in the classroom.
4. The methods of orienting which have been mentioned are very useful and helpful; however, to increase its usefulness, the teachers, as well as the counselors, should have an interest in the program.
5. Many schools do not have a big brother-big sister program. Those mentioning the use of such a program were assured that it helped students become better oriented to the system.
6. The pupil handbook is one of the most widely used and most important tools of the orientation program.
7. A get-acquainted quiz, if constructed and used correctly, would be of great help to a school orientation program.
8. The specific information about the opening day of school should be sent early enough to each student to be of value to him.

Sorenson, Herbert, A Teacher's Appraisal of the Guidance Program on The Secondary School Level in Janesville, Wisconsin. Plan B, M.S., 1964, Stout State University, 42 pages: Adviser, Dr. Iverson.

Purpose of Study--To examine the past guidance program in the Janesville city school system, to evaluate the program in terms of immediate and future needs and to utilize the information obtained in this investigation in terms of projected planning and recommendations for amendment.

Method Used--Community survey.

Summary and Findings--For improvement to be most beneficial, it must be initiated gradually and thoroughly with the general support of all concerned. Employment of additional personnel is of the utmost need for expansion or addition of any further services. The needs of the students were determined primarily in terms of increased enrollment, future demands of our society, increased expenditures, and learning experiences.

This study attempted to make suggestions covering the entire guidance services for immediate and long range needs. These will be influenced by the budget, the school enrollment, and the community demands.

Staats, Donald R., A Survey of the Cause of Dropouts At Wausau Senior High School, Wausau, Wisconsin. Plan B, M.S., 1963, Stout State University, 29 pages: Adviser, Dr. Iverson.

Purpose of Study--To determine the underlying causes of the student dropout at Wausau Senior High School.

Method Used--The method used was a structured personal interview with each student who withdrew from school throughout the 1962-63 school year.

Summary and Findings--Parental attitude or conflict with parents was found to be the most important single factor in the group of reasons investigated in this study.

Nineteen of forty, or forty-seven percent of those studied, indicated in the exit interview that peer influence had some degree of bearing on their final decision to terminate formal schooling.

Dissatisfaction with the present high school curriculum was stated as a reason for dropout in eighteen of the cases, forty-five per-cent of those interviewed.

Finances were given as one of the reasons for dropout in fifteen of forty cases.

Although pregnancy or marriage were not previously listed as reasons for terminal withdrawal, twelve of the sixteen girls who withdrew stated that they were leaving because of this reason.

Ten of the forty terminal dropouts felt that conflict with teachers was one of the reasons for the termination of their schooling.

Nine of forty gave lack of interest as one of the reasons for dropout.

Staats (continued)

Because of the multiplicity of facotrs involved in any decision, it was, execpt in the cases of pregnancy or marriage, impossible to pinpoint any one reason as the single cause of pupil dropout. In most cases, a number of reasons, sometimes as many as six, were found to be basic contributors toward pupil decision to withdraw from school.

Steinman, Leigh F., A Follow-Up Study on Freshman Drop-outs at Stout State College, 1961-1962. Plan B, M.S., 1963, Stout State University, 37 pages: Adviser, Dr. Iverson.

Purpose of Study--The purpose of this study was two-fold and included (1) to identify freshman drop-outs, and (2) to gather data for use in evaluating the instructional and guidance programs of the school.

Method Used--A questionnaire was sent to each of the freshman drop-outs of the academic year September, 1961 through June, 1962.

Summary and Findings--

1. Continuing and more inclusive drop-out studies should be made, along with a follow-up of the present studies.
2. A more thorough program of counseling and advisement should be offered at the time of registration.
3. The results of the questionnaire indicated that a course in "How to Study" is desired.
4. The present dormitory hours should be maintained; however, all freshman not attaining the accepted grade point average at the end of the first semester should be placed on dormitory probation with scheduled hours.
5. In order to take advantage of the training of the senior graduate students in the guidance and counseling department, all counselors should be selected from this group.
6. More adequate guidance and counseling personnel and facilities should be made available for the school. The students, in turn, should be informed that this service is for their use at any time.

Stool, Philip, A Study of the Capabilities and Interest of Part-Time Auto Mechanic Students At the Fond Du Lac Vocational School. Plan B, M.S., 1956, Stout State University, 37 pages: Adviser, Dr. Anderson

Purpose of Study--To aid the teacher of auto mechanics to learn the aptitudes and interest of students and to assist in changing the curriculum to meet their needs.

Method Used--This study employed the normative-survey method of research.

Summary and Findings--Before this study was undertaken, the school was putting the student in any class that he selected, or the group that he was in on the day he decided to come to school. Since we have selected and guided the students in the choice of a curriculum that best fits their aptitudes and interests, we have noticed several factors. First, that our discipline problem in as far as causing difficulty in the classroom is concerned has decreased. Secondly, that the problem of students staying out of school has been reduced to a non-existing factor. And thirdly, that the boys are more interested in their school work when they know the objectives that they are working for. We have had excellent results at training the trade group and placing them in jobs. Several students have returned to school as apprentices since this program was started.

Straw, Donald J., Industrial Arts Student Record Form For Job Referral. Plan B, M.S., 1954, Stout State University, 10 pages: Adviser, Dr. Anderson.

Purpose of Study--To provide the industrial arts department of Canby High School with a suitable record form for student guidance and counseling.

Method Used--The method of research was a survey of the available books, pamphlets, and periodicals published in the field of occupational information.

Summary and Findings--This study was concerned with the construction of a record form for guidance and counseling information. It dealt with (1) the need of a period form, (2) the criteria of selection, and (3) the proposed record form. The sources used are listed in the selected bibliography.

On the basis of the findings of this paper, the following conclusions were derived:

1. Accurate records must be kept to improve instruction.
2. Objectivity is of vital importance for guidance and counseling students. A good record form increases objectivity.
3. Well planned records minimize the clerical work of the instructor, rather than increasing it.
4. The form should be complete, yet concise.

Swanson, LeRoy, A Study to Determine if Educable Retardates Experience Better Personal Adjustment In Special Education That They Would In the Regular School Program. Plan B, M.S., 1964, Stout State University, 46 pages: Adviser, Dr. Rimel.

Purpose of Study--To gain support for the premise that educable retardates become better adjusted people in special education classes than they would in the regular school program.

Method Used--The SRA Junior Inventory, 1957 Form S Revised Edition, was given to three groups of students: a pilot group, a control group, and an experimental group. The pilot group consisted of fourth grade students;

Swanson (continued)

the control group consisted of students enrolled in current high school programs but who possessed such low academic aptitude that they were eligible for enrollment in special education; and the experimental group consisted of students enrolled in the special education programs of the junior and senior high schools at Menomonie, Wisconsin. Each group consisted of twelve students. Variables such as I.Q., age, and home background were controlled as much as possible and a statistical comparison was made of the three groups.

Summary and Findings--The results of this study indicated that educable retardates have better feelings of personal adequacy, get along better with their classmates, have more friends, are more satisfied with school, and are more acceptive of their abilities than are students of comparable ability in the regular school program. Therefore, it appears that eligible students might be placed more profitably in special education programs. More benefit would seem to accrue to the child if this placement was done while the child was still in elementary school. The older the child, the greater the parental resistance against placing him into special education programs. It seems that many parents have a certain stigma about placing their offspring in special education programs after the child reaches junior or senior high school age. Very few students who should be in special education are placed there after they reach junior or senior high school.

Tiefenthaler, William L., A Study of the Problems of Sixty Students Taking An Industrial Arts General Metals Course at Franklin Junior High School, Long Beach, California, as Revealed by the Mooney Problem Check List. Plan B, M.S., 1960, Stout State University, 18 pages: Adviser, Dr. Oetting.

Purpose of Study--To help locate students who want and need counseling or other personal help. To help the teacher understand with what problems the students are concerned.

Method Used--The Normative Survey method.

Summary and Findings--Fifteen and five-tenths per cent of the boys indicated a desire to have someone help them with their problems. This percentage indicates that the students should have some way to reveal their problems to people who can help them.

Tischer, Talvryn T., A Survey of Occupational Opportunity in Selected Merchandising Activities in Eau Claire, Wisconsin, and Trends Concerning Opportunities for 1966. Plan B, M.S., 1965, Stout State University, 55 pages: Adviser, Dr. Salyer.

Purpose of Study--To provide information on the employment opportunities in the city of Eau Claire, Wisconsin, and to offer additional insight into places, wages, ages, qualifications and opportunities for work within the city.

Method Used--Seven merchandising concerns were surveyed by handing out a questionnaire and explaining its contents in a personal interview with the person responsible for the hiring of personnel for each company.

Summary and Findings--The position of the young person in merchandising in the city of Eau Claire is precarious. Although there are young people hired in these stores, the major portion of the employees are past the age of adolescent. This conclusion was drawn from the results of a survey of seven selected stores. One of the big areas for comment is in the field of education. There was not a position that did not call for at least a minimum education of a high school graduate. This precludes the student who is a dropout from high school. It shows the idea of leaving school for work, at least in the area of merchandising is fallacious.

The larger merchandisers in the downtown area, of those that were contacted, hired the more mature worker. The better opportunity, for the adolescent, might be on the outskirts of Eau Claire. This is not to say that there is no chance for employment in the downtown area, however. One of the factors of low adolescent employment is that the young person is not as responsible as the older worker and not as dependable, as brought out in the series of interviews.

Traxel, James D., An Analysis of Leads Used by Beginning Counselors During Counseling Interviews at Stout State University Summer Session-1964. Plan B, M.S., 1964, Stout State University, 90 pages: Adviser, Dr. Rimel.

Purpose of Study--To analyze and evaluate the sub-roles which the counselor plays in the interview, with special emphasis placed on the degree of leading and the kinds of leading done by the counselor.

Method Used--The study was made of eight tape-recorded interviews, between eight counselors and their eight respective counselees.

Summary and Findings--It appears that beginning counselors lead with a large number of indirect questions whenever they have school teaching backgrounds. Many of the leads that were used in these tapes might have fitted into other categories if they had not put qualifications on the leads. This made them a direct and forcing-client responsibility techniques. It seems that learning to let clients set the pace in their self-discovery is a complex art and skill to be mastered in the counseling practicum.

The beginning counselor needs considerable training in utilizing the lead areas of acceptance, non-directive leads, approval, information, structuring, and reassurance. These do seem to be the most difficult to use comfortably.

Not only as assessment of leads used at the beginning of the course, but also a follow-up study after the counselor had completed training, should be made to determine how successful he had become at using effective and varied counseling techniques.

Weiss, Sophie G., A Case Study of Dexter. Plan B, M.S., 1961, Stout State University, 14 pages: Adviser, Dr. Iverson.

Purpose of Study--A detailed study of the individual, conducted for the purpose of bringing about better adjustment of the subject of the investigation.

Method Used--The case study method.

Summary and Findings--Diagnosis: Dexter needs to develop ways of learning to make friends with other children, although he does not seem to be unhappy because he doesn't have friends. He needs to be aware that he is capable of better school work and should be motivated to do as his capacity merits.

Treatment: Dexter needs to learn to play games and participate in sports in which he can excel so he will be appreciated by other children. In order to improve his reading skill, he may profit from the Gates-Peardon Practice Exercises in Reading, a set of four 64-page booklets for each of several reading levels from grade 3 upward. These are designed to improve reading for general significance, reading to understand directions, and reading to note details. The fourth is called "Reading to Predict the Outcome of Given Events."

The case study has done a great deal for Dexter in that it has made his teachers aware of his real ability and they are trying to help him overcome his problems.

Wilde, Leonard, A Proposed Orientation Program For Eastern Junior High School, Montgomery County, Maryland. Plan B, M.S., 1962, Stout State University, 73 pages: Adviser, Dr. Oetting.

Purpose of Study--This study was concerned with the process by which an orientation program for Eastern Junior High School might be organized and implemented.

Method Used--The methods employed were:

1. A review of literature concerning the meaning, significance, and types of orientation, in addition to an inquiry into the roles of the various participants of an orientation program.
2. An appraisal of the historical, economic, and sociological backgroup of Montgomery County and Eastern Junior High School in order to determine existing needs.
3. An organization of a suggested orientation program for Eastern Junior High School.

Summary and Findings--

1. There is a definite need for an effective orientation program in the junior high school.
2. Students' orientation needs must be ascertained and met.
3. In an orientation program, students must be considered as whole persons and treated as individuals.
4. Orientation must be a function of the whole school system.
5. An orientation program must stem from the existing need of the school and community.

Wilde (continued)

6. Orientation is a continuing process.
7. In planning an orientation program, informal student contacts are more effective than elaborate formal presentations.

Wittig, Kenneth F., Procedure to Establish A Career Day on the Ninth Grade Level in a Surburban Metropolitan Area. Plan B, M.S., 1962 Stout State University, 65 pages: Adviser, Dr. Iverson.

Purpose of Study--This study presents a procedure for establishing a career day in a suburban-metropolitan secondary school.

Method Used--The normative survey method was used in the analysis and interpretation of selected published and unpublished career day materials.

Summary and Findings--The procedure to a career day established in this study included three interdependent areas; preparation, career day program, and evaluation. They were coordinated through the general planning committee and sub-committees.

The career day is one method of imparing occupational information, which in turn, is only one facet of career planning. It is therefore essential that, following the career day, each student re-examine his vocational plans. The guidance staff and classroom teachers play an important role through post-career day interviews and follow-up activities.

Although the study did not find in the literature any formal rationale for a standard career day approach, it was felt that the following conclusions were implicit:

1. The individual who has been formally exposed to career day information will make more appropriate vocational choices than the individual who has not been so exposed.
2. The individual will make specific application of the content of the career day to his own situation with a minimum of individual assistance.
3. The individual completing such an activity will develop attitudes and skills which will carry over as new problems of vocational adjustment arise.

Yount, Beth Robertson, The Role of the Counselor in Discipline at Fontana High School, Fontana, California. Plan B, M.S., 1965, Stout State University, 55 pages: Adviser, Dr. Salyer.

Purpose of Study--To determine the role the guidance counselor may effectively play in student discipline.

Method Used--A review of literature, which explores the role of the counselor in discipline and the effect upon the school, was made. Through direct observation and work on committees involving guidance services, the study developed the criteria for the establishment of the student adjustment plan and the philosophical basis for its apparent success.

Yount (continued)

Summary and Findings--Although the counselor is involved in the counseling of discipline cases, his role is not that of a true disciplinarian. The counselor renders a service, helping teacher, student and parent solve problems. While many counselors may think the counselor would become a disciplinarian in this situation, the study points out that he is not. To the contrary, the counselor is sitting in on all situations, but he is in the position of one who wants the student to live up to his best potentialities. It may be necessary for the counselor to focus the counselee's attention on the infractions of rules, but the actual discipline has been decided by a well-detailed set of rules (student adjustment plan), which was developed by faculty and students. The student has been aware of the disciplinary practices of the school since first enrolling.

V

Instruction

"Instruction is the formal function of the school, and it attempts to reflect the aims and needs of those who participate in the program. Research enters this reflection in the improvement of instruction."*

The area of instruction is a broad and varied one, with studies representing, in general, the problems of guiding and handling students in school. The individual problems associated with audio-visual means of presentation have been included in this section in order to emphasize the direct and necessary role of such factors for classroom instruction.

In general, the abstracts here presented include subject matter centered around:

1. Audio-Visual Materials and Services.
2. Classroom Illumination.
3. Equipment and Facility Needs.
4. Guides For Development of School Programs.
5. In-Service Education.
6. Methods of Instruction.
7. Modified Retention Programs.
8. Nongraded Schools.
9. Personnel Organization Plan.
10. Production Control Systems.
11. Project Selection.
12. Safety Programs.
13. School Attendance.
14. Selection of Students.

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* Cf. Courtney, loc. cit., p. 261.

15. Shop Demonstration.

16. Teaching Aids and Guides.

17. Teaching Loads.

18. Textbook Selection.

19. Use of Displays.

Abanilla, Emeterio B., A Suggested Plan for In-Service Education of Teachers in Trade-Technical Schools of the Philippines. Plan B, M.S., 1964, Stout State University, 97 pages: Adviser, Dr. Wigen.

Purpose of Study--To suggest ways of planning, organizing, and carrying out an in-service education program in vocational-industrial schools, and to help persons responsible for in-service education to develop a sound training program based on the needs of the student, school, and community.

Method Used--Reading of government documents, institutional and organizational publications, books, periodicals, educational and professional journals, and magazines, bulletins, and circulars.

Interviews and observations with faculty members and students.

Summary and Findings--Methods of in-service education in the trade-technical schools in the PHilippines need modification and revitalization. Programs for the in-service training of teachers should continue to have high priority.

Adams, Harlan L., A Survey of the Combination Industrial Arts and Agriculutral Shops in Wisconsin. Plan B, M.S., 1956, Stout State University, 24 pages: Adviser, Dr. Anderson.

Purpose of Study--To ascertain what problems exist in the shops where the two groups are combined, to determine the strong and weak points, and to obtain the views of the agriculture, industrial arts teachers, and school administrators.

Method Used--A review of avalable literature partaining to evaluation studies was made to help determine the best procedure to follow.

A letter was sent to the Wisconsin State Board of Vocational and Adult Education seeking a list of schools in Wisconsin now operating with this type of shop.

Information blanks were mailed to the administrators of schools using this type combination shop.

Summary and Findings--It is noted that seven out of the eight principals responding recommended this type of shop arrangement to other schools of similiar size. Six of the seven industrial arts instructors recommended the combination shôp, while only five agricultural instructors responded to this item and three of those recommended this arrangement.

The problem most frequently mentioned by all of the people responding was the need for the two instructors (agricultural and industrial arts) to cooperate. More principals rated item 17 which reads (The basic objectives of agricultural shop are essentially different from industrial arts; therefore, equipment, facilities, and shop layout will

Adams (continued)

of necessity be unlike.) as causing the greatest problem. Item 19 (Teacher colleges have not adequately prepared graduates to face the problems of the combination shop.) was rated the second greatest difficulty.

Most of the principals in these schools indicated that the cost of instruction per pupil was less as a result of sharing the same shop facilities. Generally they agreed also, that this combination was fulfilling the needs of the students in their communities.

Augilar, Angel Santiago, Proposed Guide for the Development of Industrial Arts In the First Cycle Schools of the Republic of Panama. Plan B, M.S., 1963, Stout State University, 47 pages: Adviser, Dr. Wigen.

Purpose of Study--To prepare a tentative industrial arts curriculum guide for the first cycle schools of Panama.

Method Used--Normative survey type of research by use of documentary research procedures.

Summary and Findings--Industrial arts should provide a wide range of experience rather than continued concentration in a narrow field. The all-school curriculum consists of various courses in order to provide broad educational experiences for the development of the individual student. The instructional guide should be flexible enough to provide for individual needs.

Anderson, Carol A., Selected Case Summaries of Six Ninth Grade Students Who Experienced A Modified Retention Program. Plan B, M.S., 1962, Stout State University, 84 pages: Adviser, Dr. Klitzke.

Purpose of Study--To determine whether or not a modified retention program had merit as an educational practice and which students benefited from this type of program.

Method Used--The method used was case study.

Summary and Findings--It was found that a modified retention program has merit if certain conditions existed.

Recommendations--There should be a definite program of group guidance set up for these people in which they would work together with the counselor toward resolving their problems.

Banks, Richard F., A Course of Study For An In-Service Training Seminar For Cottage Personnel At The Minnesota State School For Boys. Plan B, M.S., 1962, Stout State University, 55 pages: Adviser, Dr. Rimel.

Purpose of Study--To develop a training course for personnel involved in the cottage program.

Method Used--The methods employed in carrying out this study were as follows: (1) A survey of literature in the fields of emotional problems and their treatment and in the field of correctional instructions for male delinquents; (2) a checklist rated by personnel at the institution involved, in order to determine topics for consideration which would best meet the needs of the personnel; (3) interviews with professional and supervisory personnel in the institution to ascertain their opinions and feelings about the scope of such a training program.

Recommendations--On the basis of this study, the following recommendations were made: (1) that the institution should take steps to initiate an in-service training program by appointment of a training officer and a training committee; (2) that after an organization has been established, a survey of the needs of the institution be made; (3) the training plan should develop a concept for staff training and an outline of goals of training for the institution; (4) the proposed plan of training for cottage personnel should be made at regular intervals; and (5) other methods of improving the caliber of the present staff and orientation of new employees should be considered, tried, and evaluated.

Bardill, Edward M., Jr., A Proposed Plan For Audio-Visual Services In the Spooner Public Schools. Plan B, M.S., 1964, Stout State University, 51 pages: Adviser, Dr. Barnard.

Purpose of Study--To present a plan whereby the development of a modern audio-visual program would improve the method of instruction of audio-visual equipment and materials in this schoool system.

Method Used--A review of literature was used.

Conclusions--In comparison with the recommended standards for equipment and facilities for an audio-visual basic program, the Spooner City Schools are at present inadequate in the following areas: (1) the audio-visual director does not have sufficient time allotted to properly adminster a program; (2) there are no facilities for previewing and there is very little counseling being done; (3) currently, the audio-visual devices and materials consist almost entirely of film and filmstrip items. Materials and equipment for local production of teacher designed specialized instructional materials have not been provided; (4) the Spooner City Schoools do not have a room specified for the use of audio-visual center that could house facilities for local production. Basic equipment items for this area are also lacking; (5) The audio-visual program currently exists with no monies specifically allocated for its support; (6) there is no program of in-service training in evidence at the present time; (7) the public relations program of the Spooner City School's has been growing steadily during the past seven years under the leadership of the printing and photography instructor working with the administration; (8) there has been no formal means of evaluation employed.

Beck, Eugene J., A Suggested Drafting Room Manual For the Mechanical Design Program Of A Technical Institute. Plan B, M.S., 1964, Stout State University, 31 pages: Adviser, Dr. Rudiger.

Purpose of Study--To produce a drafting room manual for a mechanical design program of a technical institute.

Method Used--A letter was sent to several large industrial companies requesting copies of drafting room manuals and other helpful information about engineering standards.

Proposed Content--Proposed content of the drafting room manual included the following:

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Belke, Richard W., Industrial Arts and The Nongraded School. Plan B, M.S., 1965, Stout State University, 29 pages: Adviser, Dr. Prichard.

Purpose of Study--To determine the implications nongrading would have upon industrial arts.

Method Used--A review of literature.

Summary and Findings--The role of industrial arts in the nongraded high school was difficult to determine because of the lack of information available in the literature reviewed. To be effective in the nongraded school, industrial arts must be kept abreast of new thinking and concepts so that worthwhile subject matter can be incorporated into the program. The greatest influence the nongraded school will have upon industrial arts seems to be the concept of independent study. Independent study places greater responsibility upon the students for their education.

Bensen, James M., Selected Effective Material Safety Devices Used In the Safety Program In Industrial Arts Shops. Plan B, M.S., 1963, Stout State University, 42 pages: Adviser, Dr. Prichard.

Purpose of Study--To discover what the authorities in the industrial, safety, and educational fields recommened regarding the effectiveness of three selected safety devices; safety zone, non-skid surfacing, and color dynamics.

Method Used--The method used was a review of literature.

Summary and Findings--The use of safety zones are generally recommended for use in the school shop to act as a reminder of danger. Value of safety zones should not be stressed to the point of taking the place of student responsibility. Non-skid surface was very highly recommended by all authorities, yet one study indicated that less than half of the industrial education instructors used this device in shops. The use of color dynamics in the shop received the most recognition of the three safety devices included in the study.

Bjork, Maynard A. and Ray D. Wiitanen, Identification of Sources Used In Location Of Textbooks and Description Of Procedures In Textbook Selection For the Improvement of Instruction. Plan B, M.S., 1959, Stout State University, 59 pages: Adviser, Dr. Wigen.

Purpose of Study--To select books in the fields of woodworking and general metalworking from 1954 through 1958 to aid the Woodworking and Metalworking Departments of Stout State College in bringing their reference libraries up-to-date, and to prepare a checklist for the selection of books that could further aid the departments in selecting textbooks for the improvement of instruction.

Method Used--The normative survey method was employed.

Conclusions--The following are general conclusions which were drawn from the findings: (1) there is a definite need for keeping up-to-date with new publications in both of the fields studied; (2) there is a definite need for developing a procedure for locating textbooks in both fields; (3) keeping abreast of literature in the field will provide excellent sources for new publications; (4) accurate checking, cross-checking, and recording of sources must be followed at all times to facilitate ordering procedures; (5) there is a lack of adequate textbooks written in both fields; (6) there is need for research in developing methods of selecting textbooks; (7) selecting textbooks is a more important task than most people realize; (8) teachers are a must on any selection committee; (9) selection of textbooks should be as objective and scientific as possible; (10) checklists should be as objective and scientific as possible; and (11) textbooks should be selected with the purpose of providing the best possible book for the student.

Bogaard, Clem, Types of Auto Shop Equipment Desired By Instructors In Secondary Schools In Illinois. Plan B, M.S., 1963, Stout State University, 13 pages: Adviser, Dr. Rudiger.

Purpose of Study--To ascertain the number and types of equipment desired by instructors of automotive mechanics in Illinois Secondary Schools outside the city of Chicago.

To establish guide-lines by which instructors can plan auto shops.

Method Used--Methods used to gather data were survey techniques and a questionnaire.

Summary and Findings--Equipment on hand in the various auto shops did not vary to any great extent. Heavy concentration of equipment was in the tune-up area. Some areas of repair were being slighted. Two of these areas were transmission jacks and impact wrenches.

Bolm, James A., A Production Control System For the Zion-Benton Township High School Print Shop. Plan B, M.S., 1962, Stout State University, 38 pages: Adviser, Mr. Whydotski.

Purpose of Study--To help the graphic arts instructor of the Zion-Benton Township High School exercise better control of the production work done in his print shop through an effective production control system.

Method Used--The method used was a review of related literature.

Summary and Findings--From an analysis of production control in industry, the study applied the same principles to devise a production control system for use in the Zion-Benton Township High School print shop.

Bondhus, Wallace G., The Development Of General Metals Foundry Equipment. Plan B, M.S., 1961, Stout State University, 41 pages: Adviser, Dr. Wiehe.

Purpose of Study--To report the procedures in the development of necessary basic foundry equipment.

To present in a written and illustrated manner adequate materials, references, and suggestions which aid the general metals instructor to plan for, build, and initate a small, low cost school shop foundry unit.

Method Used--Methods used were a review of related literature and a collection of materials from the American Foundrymen's Association's Foundry Seminar for Teachers.

Summary and Findings--Instructional materials need not always be expensive. Much satisfactory equipment may be built in the school shop at a minimum of expense.

Botsford, Jon F., A Study of Team Teaching and Engineering Approaches To Freshman Metalworking. Plan B, M.S., 1964, Stout State University, 13 pages: Adviser, Dr. Wiehe.

Purpose of Study--To compare and evaluate team teaching as opposed to the more traditional engineering approach in the freshman metalworking classes at Stout State University.

Method Used--The method used was a normative survey of students in freshman metalworking using opionnaire or attitude scale.

Summary and Findings--Team teaching was the more favored of the two approaches used in the freshman metals course. Reasons were exposure to many areas and working in different shops. Team teaching approach will lead to greater utilization of shop areas.

Boyd, Richard V., A Suggested Plan For Correlating Seventh Grade General Science Activities and Projects Into the Industrial Arts Program At Donnel Junior High School, Findlay, Ohio. Plan B, M.S., 1961, Stout State University, 36 pages: Adviser, Dr. Wiehe.

Purpose of Study--To make better use of the scientific method in both science and industrial arts.
To stimulate more interest in science and industrial arts.
To develop methods of problem solving in science and industrial arts.
To encourage creativity in the fields of science and industrial arts.
To open new fields in "learning by doing".
To discover and develop student talent.

Method Used--A review of literature related to the topic.

Summary and Findings--Philosophy and objectives of the junior high school can be implemented in any correlated science and industrial arts course. Science activities and projects can be related to an industrial arts program. A resource unit for developing a science and industrial arts correlated course was developed in the study. A guide for selecting science projects based on industrial arts project selection can be used to select projects for a correlated course. There is a great opportunity for guidance of junior high boys in a science and industrial arts correlated course. Correlation presents a great opportunity for creativity.

Brehm, James M., Eight Millimeter Film Trends In Education. Plan B, M.S., 1965, Stout State University, 34 pages: Adviser, Dr. Barnard.

Purpose of Study--This study attempted to clarify the confusion that exists in the uses and capabilities of 8mm systems that are commercially available today and help to make a decision on how they can best be employed.

Method Used--This study was a normative survey of the equipment and utilization of equipment in the area of 8mm cartridge sound and silent films as they pertain to education.

Brahm (continued)

Conclusions--1. It is going to take time and considerable investment of money to put 8mm systems in the hands of educators who are willing to experiment. The 8mm film is a tool of education, not an end in itself; it should be an integrated part of the curriculum as are textbooks and phonograph records.

2. Eight millimeter silent cartridges presently cost between $16 and $20 each; with mass use in the school, it is felt that this cost could be cut from one third to one half. With the growing competition in the area of cartridge projectors, quality will rise. The quality of projectors has been good, but new improvements are continually being made.

3. As the volume of processing increases, new methods are being developed by the processing laboratories to reduce costs, maintain a high standard of quality and increase the volume of film that can be processed.

4. The accessibility and convenience in operation of these small projectors should make a considerable change in our present methods of education.

5. This change in teaching methods will not come about overnight, nor even in the next five years, though a continual growth in the use of 8mm film can be expected at an accelerating rate.

Christianson, Hal, The Feasibility Of A Dual Use Industrial Education Area For Two Dissimilar Course Offerings At Rock Falls Township High School, Rock Falls, Illinois. Plan B, M.S., 1964, Stout State University, 20 pages: Adviser, Mr. Morical.

Purpose of Study--To provide needed expansion and enrichment of the industrial arts program at Rock Falls Township High School, Rock Falls, Illinois, with a minimum cost to the district in dollars, tools, equipment, and physical plant area.

Method Used--The method used was a review of related literature.

Summary and Findings--An obvious fault of the dual-use system are the demands it makes upon the instructors time. Offerings in each area must be restricted because of the limited number of periods available each day. Less work in depth is possible under this program.

If a broadened offering, rather than a semi-vocational offering, is desired, it may be advantageous to utilize the dual-use system.

Clark, Donald L., Establishment Of Combined Lecture Sessions In Fundamentals Of Electricity, I.E. 206. Plan B, M.S., 1962, Stout State University, 41 pages: Adviser, Dr. Ruehl.

Purpose of Study--To lay ground work for the establishment of combined lecture sections, on a team teaching basis, and to aid in solving the problem of scheduling students in Fundamentals of Electricity, I.E. 206 at Stout.

Method Used--The method used was documentary research.

Clark (continued)

Summary and Findings--Student benefits: Beginning students will become acquainted with more than one electricity teacher. Each student would benefit from lectures presented by senior staff members.

Instructor benefits: Each instructor would not need to prepare all the lectures, thus allowing more time for research, class preparation, and individual counseling.

School benefits: A properly equipped lecture room would not be as great an expense to the school as an additional laboratory. The money saved could be diverted to more and better demonstrations and laboratory equipment.

Debevic, Raymond A., A Proposed Audio-Visual Program For the Eveleth Public Schools. Plan B, M.S., 1959, Stout State University, 58 pages: Adviser, Dr. Wigen.

Purpose of Study--To propose a plan whereby the present audio-visual program at Eveleth may be further developed and improved.

Method Used--The present trends in audio-visual education were determined by a review of audio-visual textbooks, reference books, current periodicals, and publications by the manufacturers of audio-visual materials and equipment. This information was then used as a basis for formulating a tentative audio-visual program for the Eveleth Public Schools.

Summary and Findings--The following major areas were found to be important factors in operating a successful audio-visual program in the Eveleth School system:

1. The audio-visual program requires the leadership of a well qualified director to administer and supervise the operation of such a program.
2. The director must have adequate financial backing to operate an effective program.
3. Adequate materials and equipment must be made available to Eveleth teachers and pupils at the appropriate time.
4. Physical facilities, such as rooms, ventilation, electrical outlets, and light control, must be adequate.
5. In a growing audio-visual program, it is desirable to provide, as soon as feasible, facilities for local production in the Eveleth system.
6. An efficient student corps supervised by the director is necessary in the distribution of materials and equipment through the Eveleth School system.
7. An in-service training program for the Eveleth faculty is essential and should be established and supported by the administration.
8. Provision of a consultation service at Eveleth is essential to promoting good relationships between the director, coordinators, and the faculty.
9. Constant evaluation by the Eveleth director, coordinators, and teachers must be carried on to maintain a desirable and efficient audio-visual program in the Eveleth School system.

Dejardin, Conrad A., A Study of the Use of the Project as a Learning Activity in Industrial Arts. Plan B, M.S., 1963 Stout State University, 25 pages: Adviser, Dr. Swanson.

Purpose of Study--To determine the function of the project as a vehicle of instruction, to discover the attitudes of teachers concerning its use, and to test the incentive value of the project in typical Industrial Arts classes.

Method Used--Review of related literature.
Experimentation with two groups of ninth graders.

Summary and Findings--Teachers need to have insight into the nature of students so that their present experience, problems and interests can be seen. The project should be such that it will provide an interest incentive in the student. The purpose of the project should be very clear in the mind of the teacher. The project should not be an entity in itself.

Dinges, Thomas J., A Study of How Accidents in the Graphics Arts Industry of Wisconsin Could be Reduced by an Effective Safety Program. Plan B, M.S., 1965, Stout State University, 58 pages: Adviser, Mr. Whydotski.

Purpose of Study--To verify the hypothesis that the type and scope of the safety program employed by the various graphic arts firms in the state of Wisconsin was related to the accident rate of each individual plant.

Method Used--Review of related literature.

Summary and Findings--The study contributed to the industry's awareness that, by improvement of each safety program whether it be in a large plant or small, production can be increased, lost-time accidents decreased, and finally injuries decreased, resulting in savings for the plant as well as the employees.

Plants which maintained the most efficient safety programs also boasted higher production, fewer lost-time accidents, and a better working relationship with their employees.

Ercan, Fevzi, The Proposed Use of Advisory Committees in Curriculum Planning in Turkey. Plan B, M.S., 1966, Stout State University, 110 pages: Advisor, Dr. Rudiger.

Purpose of Study--To prepare a plan to utilize advisory committees in education, especially in vocational and technical education in Turkey.

Method Used--The normative survey type of research was used in this study.

Summary and Findings--Educational advisory committees can be considered as a link of the chain between schools and industry because unless they come together, desirable programs for vocational education cannot be prepared.

Since education in Turkey is organized, managed and financed by the government through the Ministry of Education, it is a matter of legislation to establish the advisory committees in the educational system of Turkey. Therefore, before attempting to establish such advisory committees, it is necessary to take legislative action by having a law regarding the educational advisory committees passed by the House of Representatives and the Senate.

There should no problem in having such a law passed because this law would give the public an opportunity to participate directly in the planning of programs to train its youth through the use of advisory committees.

Advisory committees are one of the democratic ways to participate in training the youth according to the needs of the country.

Simple legislation will make it possible to establish the necessary committees to give a chance to the public to participate in a democratic way in Turkey as a democratic country.

Erpenbach, William J., A Proposed In-Service Training Program in Guidance for the Teachers of Secondary Schools in Middleton, Wisconsin. Plan B, M.S., 1961, Stout State University, 50 pages: Adviser, Dr. Oetting.

Purpose of Study--To develop a sound philosophy and an equally sound approach to in-service education in guidance at Middleton High School.

Method Used--A comprehensive review of pertinent literature, lectures by guidance authorities, and guidance courses in the graduate college.

Summary and Findings--The development of an in-service training program will be accomplished through the productive method of faculty planning.

As a result of this staff planning, the master plan for in-service guidance training at Middleton will call for studies of individual inventories, counseling procedures, and guidance resource materials over the next few years. However, the completion of investigations will in no way be considered as terminating the in-service work. These are but starting points, and it is expected that many secondary benefits will follow as staff participation in the program grows and the need for further study becomes evident.

Garber, Wm. Jack, Audio-Visual Production Services for Wisconsin State University-Oshkosh. Plan B, M.S., 1965, Stout State University, 80 pages: Adviser, Dr. Barnard.

Purpose of Study--To establish a program of audio-visual materials production services designed to meet the needs and requirements of the faculty at Wisconsin State University-Oshkosh.

Garber (continued)

Method Used--The investigation was conducted by normative survey research, by documentary frequency and through direct observation studies.

Summary and Findings--The Audio-Visual department of Wisconsin State University at Oshkosh must meet the basic objectives of materials for instruction improvement in the classroom, materials for student requirements, and materials for the administration and public relations, in order to provide complete production services. The program must develop rapidly over a three-year period, beginning with the 1966-67 academic year, in order to meet the instructional materials needs of Wisconsin's largest state university. Expenditures for production equipment totaling over nine thousand dollars are required for the first three years of the program. The fulfillment of the objectives, production services, and equipment acquisitions will provide Wisconsin State University at Oshkosh with a sound audio-visual materials production service.

Gertner, Elroy, Selected Audio-Visual Materials to be Used in Teaching Auxiliary Views in Mechanical Drafting. Plan B, M.S., 1965, Stout State University, 59 pages: Adviser, Mr. Flug.

Purpose of Study--To select appropriate audio-visual materials to be utilized in a unit on auxiliary views as a part of the mechanical drafting program at West High School, Davenport, Iowa.

Method Used--Review of available literature on both audio-visual materials and general mechanical drafting to determine what criteria enter into the selection of good instructional materials.

Summary and Findings--As a result of this study, it was concluded that the unit objectives and the criteria for the selection of audio-visual materials and devices to be used in the teaching of the auxiliary views unit.

Many related audio-visual materials were available, but there existed a paucity of materials directly developed to assist in the teaching of auxiliary view projection.

Upon consideration of the established criteria, the unit objectives, and the scarcity of materials directly developed to assist in the teaching of auxiliary view projection, the overhead transparency materials were believed to be one of the best ways to meet the needs of those students experiencing difficulty in visualizing auxiliary view projection.

Gilbertson, Walter G., Equipment Needs for the Electricity-Electronics Course in the Winona, Minnesota Senior High School. Plan B, M.S., 1962, Stout State University, 29 pages: Adviser, Dr. Ruehl.

Purpose of Study--To present a complete inventory listing of the equipment needed for the senior high school electricity-electronics laboratory in Winona.

Gilbertson (continued)

Method Used--Review of literature.

Summary and Findings--It is recognized that the equipment catalogued for this particular course will not satisfy every similar course, but it may act as a basis for selection. No attempt was made to include the price of each item since this will vary according to the source from which the equipment is obtained.

Gilchrist, DuWayne J., Reasons and Desires of Students Attending the Kaukauna Vocational, Technical, and Adult School. Plan B, M.S., 1965, Stout State University, 17 pages: Adviser, Dr. Rudiger.

Purpose of Study--To ascertain the primary reason why adults attend the vocational and adult evening classes. To secure information to aid in the revision of course content. To secure information to aid in determining the overall offering of the school. To determine the best method of making future students aware of the offerings of the school. To gather background information about the students.

Method Used--Questionnaire issued to each attending student of Kaukauna Vocational, Technical and Adult School.

Summary and Findings--Most important reason for attending evening classes was, "I wish to learn a handicraft or develop some manual skill."

The newspaper is the best method of getting information to adults about course offerings.

Teaching students what they want to know is a good way of recruiting new students.

Graf, John W., A Design For In-Service Education. Plan B, M.S., 1963, Stout State University, 112 pages: Adviser, Dr. Swanson.

Purpose of Study--To study the methods by which an industrial arts teacher can remain up-to-date. The research was conducted in the field of wood and wood-related industries.

Method Used--Review of related literature.

Summary and Findings--The study of objectives revealed no accepted list of objectives which stated that industrial arts must "interpret" industry. Conclusions to be made concerning the collection and the tabulation of Wisconsin wood-using industries are few. It is a tedious endeavor which never is completely accurate. The person who attempts such a project, however, becomes familiar with names and products. As a resource unit, such a listing is valuable for field trips, for personal enrichment, and for guidance purposes.

Gunyon, Homer J., Selected Teaching Aids for Basic Electricity. Plan B, M.S., 1964, Stout State University, 26 pages: Adviser, Dr. Ruehl.

Gunyon (continued)

Purpose of Study--To compile drawings, plans, schematics and other data about shop constructed aids for teachers of electricity so that they may improve their classroom instruction.

Method Used--Review of literature.

Summary and Findings--Even though no source could be found that definitely proves that the use of instructional aids increased the rate of learning, it was felt that any means to increase the number of senses used in obtaining knowledge was of value. It was concluded that the aids given in this paper were of value. These aids increased the number of senses used by the students in that they were able to see the actual circuits used and in some cases the aids themselves.

Gustafson, Jack D., A Guide For The Use Of The Overhead Projector. Plan B, M.S., 1962, Stout State University, 55 pages: Adviser, Dr. Swanson.

Purpose of Study--To prepare a guide for shop instructors in the application and use of the overhead projector. The goal of the study is to acquaint the reader with the procedures of operation, to review and describe various methods of making transparencies for class use, and give general suggestions for shop use of the overhead projector.

Method Used--To collect the necessary information for use in this study, a review of literature concerned with the overhead projector was conducted.

Summary and Findings--The following conclusions were made on the basis of the material surveyed and the transparencies which were produced.

1. Visual aids for classroom presentations are increasing in popularity and variety of materials available.
2. The main advantage of the overhead projector is that it is operated from the front of the room and enables students to see visuals projected many times their normal size.
3. There are five basic types of transparencies available to use on the overhead projector; handmade, mechanically made, chemically made, photographically produced, and the thermal process.
4. All the methods for producing transparencies make satisfactory materials for use on the overhead projector.
5. Transparencies are readily made at a minimum cost.
6. Equipment for producing transparencies ranges from the simple lead pencil to the more expensive photographic equipment.
7. The time required to make a transparency varies with the materials and method of reproduction used.
8. Methods of class presentation and effectiveness of transparencies depends on the ingenuity and creative abilities of the instructor.

Hagen, Donald L., Structural Design Manual For The Strength Design Of Horizontal Structural Members. Plan B, M.S., 1963, Stout State University, 40 pages: Adviser, Dr. Anderson.

Purpose of Study--To compile a manual to be used by the industrial arts or vocational instructor in teaching the solutions to strength design problems of horizontal structural members.

Method Used--Analytical research of textbooks, handbooks and company publications.

Summary and Findings--Strength design of horizontal structural members was found to be relatively simple once the procedure was mastered and the members understood. Strength design of members is only one facet in the design of manufactured products. Basic design is not complicated, but involved. It is not always necessary or practical to calculate the strength of members. Maximum reliability can be expected from a product designed with a combination of theory and experience.

Haggen, James, A Proposed Woods-Plastics Shop. Plan B, M.S., 1959, Stout State University, 46 pages: Adviser, Dr. Wigen.

Purpose of Study--The purpose of this study was threefold:

1. It outlined the present woodworking facilities and pointed out inadequacies in this area.
2. It introduced a plan for improving the shop facilities in this area.
3. It proposed combining hand and machine woods and providing an area for plastics.

Method Used--The following methods of investigation were used to arrive at a solution to the problem:

1. Analyzed the present program and facilities.
2. Reviewed literature to determine what should be done and how it should be done.
3. Conferred with members of the woodworking department to outline future program facilities.
4. Developed the proposed shop by constructing a three-dimensional shop layout.

Summary and Findings--The proposed multi-purpose shop was presented in three sections. The first section contained the objectives of such a shop and the operations which would be taught in it. The second section concerned the facilities which would be included in such a shop. Lists of facilities and the process of these facilities were included. The third section presented the actual shop plan and orthographic drawing.

Hanley, Floyd R., A Proposed Shop Safety Attitude Indicator. Plan B, M.S., 1956, Stout State University, 25 pages: Adviser, Dr. Anderson.

Purpose of Study--To construct a safety attitude indicator, an indicator that reveals basic safety attitudes towards shop safety.

Hanley (continued)

Method Used--The methods used in selecting items were observation, conversation, and discussion.

Summary and Findings--The indicator seems to identify students having poor, average, or good attitudes towards shop safety. A student with a score between 38 and 84 should be given special attention in matters concerning safety. A student with a score between 84 and 92 has an average attitude towards safety. A student with a score of 92 and 124 has a good attitude towards safety.

The indicator is merely an aid in getting a safety program underway easily and quickly at a time when shop instructors are loaded with extra chores at the beginning of the year. The ease of presenting and scoring were important to the development of the indicator.

Additonal groups should be tested before the indicator is accurate to a high degree.

Held, Kenneth W., A Guide to Assist Machine Shop Instructors in the Use of The Overhead Projector. Plan B, M.S., 1961, Stout State University, 46 pages: Adviser, Dr. Wigen.

Purpose of Study--To prepare a guide to assist the machine shop instructor in the use and application of the overhead projector.

Method Used--The information to validate the guide was compiled through a review of available literature. The study compiled information on: (1) the basis for audio-visual communication, (2) the advantages of the overhead projector, and (3) how to make overhead projector transparencies.

Summary and Findings--The following conclusions were made on the basis of the material surveyed:

1. Audio-visual communication is a proven instructional technique.
2. Care must be given to each lesson presented with the use of the overhead projector.
3. The use of the overhead projector is superior to other still-picture projectors by allowing the instructor to operate the projector in a fully lighted room and to maintain eye-to-eye contact with the students.
4. The simplicity of operating the overhead projector enables frequent use of the projector.
5. Transparencies are easy to assemble.
6. The overhead projector is adaptable to many lessons in machine shop.

Hemmer, Fr. Joseph, O.F.M., Proposed Industrial Arts Facilities At Hales Franciscan High School. Plan B, M.S., 1962, Stout State University, 25 pages: Adviser, Mr. Chinnock.

Purpose of Study--To develop a proposed plan for the industrial arts facilities at Hales Franciscan High School.

Hemmer (continued)

Method Used--Review of literature.

Summary and Findings--The proposed plan for the Industrial Arts Facilities at Hales Franciscan High School covers the following areas:

1. Objectives of Industrial Arts Education
2. Scope and Sequence of Courses
3. Floor Plans
4. Laboratories
    - Auto Laboratories
    - Electricity Laboratory
    - Drafting Laboratory
    - Woodwork Laboratory
    - Handicrafts Laboratory
5. Equipment, Machines and Tools
    - Auto Laboratory
    - Drafting Laboratory
    - Electricity Laboratory
    - Handi-crafts Laboratory
    - Wood Laboratory

Hansen, Robert J., A Proposed Guide For Teaching Quality Control in The Industrial Arts Shop. Plan B, M.S., 1963, Stout State University, 46 pages: Adviser, Dr. Swanson.

Purpose of Study--To present a case for teaching quality control in the industrial arts departments. To provide a guide for industrial arts instructors in teaching various aspects of quality control at various levels.

Method Used--Survey of technical books.

Summary and Findings--Quality control may effectively be taught at various levels in the junior and senior high school. Many aspects of industry and mass production may be taught in conjunction with quality control.

Harr, Laurel J., An Inquiry Into Methods Of Discipline And Their Application in the Industrial Arts Shop. Plan B, M.S., 1964, Stout State University, 33 pages: Adviser, Dr. Prichard.

Purpose of Study--To determine what information was available to help the teacher in his search for methods of discipline, and to determine what part of this information was applicable to the industrial arts shop.

Method Used--Review of literature.

Summary and Findings--Much information was found on methods of discipline which referred in the most part to the usual classroom situation. It appeared that this information could be applied to the industrial arts shop during the theory lectures. If a good foundation, or habit, is formed, the laboratory type work should not product any disorder.

Helmle, Carl W., A Proposed Audio-visual In-service Training Program for the Racine Public Schools. Plan B, M.S., 1964, Stout State University, 75 pages: Adviser, Dr. Barnard.

Purpose of Study--To identify the knowledge and skills necessary for establishing an in-service training program for faculty members in the Racine Unified School System.

Method Used--The normative survey method was used.

Summary and Findings--

1. The developed training programs should be used as an integral part of the school board's program of conducting workshops for all faculty members.
2. In-service training should be offered for six meetings, three hours per week.
3. The school board should credit all members upon completion of the training with one school board credit.
4. This training program should be expanded and used again for future workshops.
5. An additional study of teacher needs should be required to determine a long range plan of audio-visual services to the Racine Unified School System.

Herr, James F., Simple Process Color Printing Techniques For the High School Unit Print Shop by the Lithographic Process. Plan B, M.S., 1965, Stout State University, 29 pages: Adviser, Dr. Wigen.

Purpose of Study--To develop simple process color printing techniques for the high school printing laboratory using installed offset equipment, so as to provide the high school student of printing with a fundamental understanding of the techniques of process color used in the lithographic industry.

Method Used--Documentary survey.
Experimentation with techniques.

Summary and Findings--With the apparent growth of lithography and the importance displayed of color in our world, it must be emphasized that teachers should develop methods and procedures for presenting these simple techniques in the high school printing laboratory.

Heuser, William F., Producing and Utilizing Overhead Materials. Plan B, M.S., 1965, Stout State University, 65 pages: Adviser, Dr. Barnard.

Purpose of Study--To develop a monograph which presented current information about the techniques of producing and utilizing overhead materials for industrial arts instructors.

Method Used--The normative method of research was used in this study.

Heuser (continued)

Summary and Findings--The monograph index was composed of the following headings:

1. Introduction
2. Objectives of Overhead Materials
3. Definition of Terms
4. Types of Projectuals
5. Techniques of Using Overhead Materials
    - Electricity and Electronics
    - Wood Technology
    - Metals
    - Printing
    - Mechanics
    - Drafting
6. Production of Overhead Materials
7. Reference Materials

Hilgendorf, Stanley J., A Study of the Elements and Principles of Design. Plan B, M.S., 1963, Stout State University, 42 pages: Adviser, Dr. Swanson.

Purpose of Study--To organize or sub-divide visual design into its components to enable the construction of units of instruction to better prepare for teaching design in an Industrial Arts class at a high school level.

Method Used--Normative survey.

Summary and Findings--There is a high relationship between elements and principles of design. It is not possible to list specific rules to follow in designing, but to apply or take into consideration certain elements and principles.

Hirsh, Thomas L., The Overhead Projector in High School Mathematics Teaching. Plan B, M.S., 1961, Stout State University, 43 pages: Adviser, Dr. Barnard.

Purpose of Study--The purpose was to present the teacher of high school mathematics with a means of instruction that will help them provide students with more knowledge of mathematics in a shorter period of teaching time.

Method Used--The method for this study was a survey of available literature written by experts in the field of audio-visual education, and by mathematics teachers and educators who were interested in finding ways of solving the crisis in senior high school mathematics education. Literature was examined to determine ways in which the overhead projector could be used as a means for making the learning of mathematics a faster, easier, and more comprehensive experience.

Hirsch (continued)

Summary and Findings--Although the teacher of high school mathematics may now be proficient in his teaching, he may still find ways for using the overhead projector as a means for supplementing his usual and already proven teaching methods. In fact, the teacher must be a successful and interested teacher in order to realize that the overhead projector, or any audio-visual device, cannot do the teaching for him. The machine can help the teacher present concepts in a visual and meaningful way, but the machine is at all times under the control of the teacher.

Holman, Glenn C. Jr., The Effect of Fraternity Membership on Academic Achievement. Plan B, M.S., 1965, Stout State University, 32 pages: Adviser, Dr. Courtney.

Purpose of Study--To compare current grade point averages for Stout State University graduates who have been members of a social fraternity with those of male graduates who have not been fraternity members.

Method Used--The general procedure for this study was to arbitrarily select a group of fraternity members who had graduated from Stout in 1964, and equate them with a group of nonfraternity arbitrarily selected male students, who graduated from Stout in 1964, on the basis of current grade point averages at the time that the fraternity members pledged. The final current grade point averages of these two groups were analyzed by the Chi Square statistical method.

Summary and Findings--This study concluded that fraternity membership at Stout State University did not have a significant effect on the academic achievement of the experimental group. This study, broadly interpreted, would indicate that the value of fraternity membership probably lies in the area of social interaction and its ramifications.

Johnson, Richard L., A Proposed Safety Program for the Senior High School Metal Shop at Marshfield, Wisconsin. Plan B, M.S., 1956, Stout State University, 30 pages: Adviser, Dr. Anderson.

Purpose of Study--To organize a safety program for the metal shop at the Senior High School, Marshfield, Wisconsin.

Method Used--The methods of investigation in this study included the examination of literature in the area of safety and consultation with other interested colleagues.

Summary and Findings--The physical setup of a shop has a direct bearing on the total safety program to be taught. The safety precautions in a safety program should be for a specific shop. Films and filmstrips have a prominent place in any safety program. The accident reporting in a school shop should be condensed for easy filing and reference.

Jordan, Thomas N., A Resource Unit in Component Building Methods. Plan B, M.S., 1965, Stout State University, 28 pages: Adviser, Dr. Anderson.

Jordon (continued)

Purpose of Study--To collect and analyze content material on component building methods.

Method Used--Review of related literature.

Summary and Findings--There is a need for updating textbooks related to the component building industry. There is a great deal of literature available from the component building industry having instructional value. There are several trade journals and periodicals dealing with component building which also have instructional value. These magazines are a very effective source for keeping abreast of the industry. There are very few films available relating to the component building methods.

Koch, Donald Edward, A Guide for the Improvement of Illumination in Mechanical Drawing Classrooms. Plan B, M.S., 1959, Stout State University, 34 pages: Adviser, Dr. Wigen.

Purpose of Study--To establish criteria of good illumination for the guidance of teachers in the field of mechanical drawing.

Method Used--This study was confined to the normative survey method of research.

Summary and Findings--The conclusions were:

1. Correct illumination has a positive correlation with eye health and the learning process.
2. Glare must be reduced to a minimum at all time.
3. Colors play an important part in the total lighting picture.
4. Contrasts in brightness should be kept to a minimum.
5. Florescent lights are replacing the older and less efficient incandescent fixtures.
6. The minimum amount of light in the drawing room should be seventy-five candles on the drawing surface..
7. A system of indirect lighting provides a more even light, greatly reducing shadowing.

Kukar, Thomas J., Production Projects In Plastics For the Junior High School. Plan B, M.S., 1961, Stout State University, 35 pages: Adviser, Dr. Swanson.

Purpose of Study--To set up for use in the junior high school shop a series of jobs and operations found in an industrial plant's production line using the methods of industry to design the project, and to design the necessary jogs and fixtures, and control the production of the project.

Method Used--Review of literature.

Summary and Findings--The methods used in industry for designing, planning, and controlling of production can well be adapted as a unit of instruction for use in the junior high school to give the students a basic concept of what must be accomplished in industry before any of the goods are produced.

Landsverk, Donald K., Principles Underlying the Philosophy, Selection, Use, and Promotion of Audio-Visual Materials and Equipment for Improvement of Instruction. Plan B, M.S., 1959, Stout State University, 90 pages: Adviser, Dr. Wigen.

Purpose of Study--To secure information pertaining to audio-visual instruction which would serve as a guide for the improvement of the instructional program.

Method Used--The method used in obtaining information for this research was a survey of available literature.

Summary and Findings--The principles underlying the philosophy, selection, utilization, and promotion of audio-visual materials and equipment were determined. A broad, but detailed, concept of what can be done to further improve instruction through the use of audio-visual materials and equipment was developed.

Larsen, Victor E., Analysis of Certification Requirements For Vocational Teachers. Plan B, M.S., 1961, Stout State University, 53 pages: Adviser, Mr. Morical.

Purpose of Study--To analyze and compare certification requirements of day trade and industrial shop teachers of the different states according to academic requirements to teach in various schools offering trade and industrial education.

To analyze and compare practical experience necessary to teach in these schools.

To gather other pertinent information regarding advanced certification and special requirements peculiar to particular states.

Method Used--Survey of instructors and employers.

Summary and Findings--Full-time teachers of trade and industry must meet certain qualifications for initial and advanced certification.

Qualification requirements are based on the Vocational Education Acts and the objectives of vocational education.

Lee, Robert, An Instructors Guide for Senior High School Electricity-Electronic Shops. Plan B, M.S., 1963, Stout State University, 39 pages: Adviser, Dr. Ruehl.

Purpose of Study--To determine the equipment and facilities necessary for the senior high school electrical shops which can be used to guide shop planning.

Method Used--Review of literature.

Summary and Findings--To provide an accurate equipment list that will meet the needs of any and all situations would be practically an impossibility in view of the individual differences of the teachers

Lee (continued)

involved. Likewise, to base the equipment list on a course of study, unless it was a required state course of study, would present the same difficulty even though this would be the recommended procedure to follow. Probably the most accurate equipment list would be one prepared by an individual teacher for his own use.

Legaspi, Divinia T., Suggested Methods of Teaching Ceramics In The Public Secondary Trade Technical Schools In The Phillippines. Plan B, M.S., 1964, Stout State University, 80 pages: Adviser, Dr. Wigen.

Purpose of Study--The purposes included:

1. To make a comprehensive survey of the literature in ceramics used in the United States and to study the methods that are utilized in the teaching of the subject.
2. To collect information that is useful in effecting improvement in the methods of teaching ceramics.
3. To recommend desirable changes in the method of teaching the subject in the trade technical school in the Philippines.

Method Used--Normative survey method.

Summary and Findings--One of the marks of good teaching is the way the teaching materials are organized. Good organization includes the addition of valuable materials suggested by today's needs. The ceramic teacher should know how to teach as well as what worthwhile things to teach. It is essential for him to analyze his area for an improved teaching content.

Lindberg, Fred, Interests and Needs of Students Attending the Menomonie, District School of Vocational and Adult Education (Second Semester 1964-1965). Plan B, M.S., 1965, Stout State University, 23 pages: Adviser, Dr. Rudiger.

Purpose of Study--To ascertain the primary reasons why the students were attending vocational and adult classes in Menomonie. To gather background information about the students. To determine what other classes students plan to take. To discover best possible ways of soliciting students. To incorporate the student's comments and suggestions toward improvement of the program.

Method Used--Survey questionnaire.

Summary and Findings--Both men and women agree that "I wish to learn a handicraft or develop some manual skill" was the most important reason for attending classes. Men tend to seek additional schooling earlier in life. One half of the men were training for an occupation in which they were not employed. The best form of communication is the newspaper.

Long (continued)

Purpose of Study--To develop a tentative plan that will assist the instructor in teaching young men who are preparing themselves for machinist trade.

Method Used--Review of related literature and textbooks.

Summary and Findings--Aims of education in Vietnam are modern, respecting the true cultural values and authentic ideas of the free world. Educational philosophy and ideas from the United States of America have been and are widely accepted.

Lack of funds, in sufficient number of educational establishments, lack of qualified teaching staffs, and ineffective instructional materials still challenge the Vietnamese educators. Books and courses of study for teaching industrial subjects at the secondary level are extremely limited.

Matschnig, Richard A., A Guide for the Selection of Multiple Area Projects in General Shops. Plan B, M.S., 1958, Stout State University, 32 pages: Adviser, Dr. Wigen.

Purpose of Study--To develop a guide to aid teachers in their selection in multi-area projects in the general shop areas.

Method Used--The writer reviewed books and magazines to establish a background of the criteria which could be used for developing a multiple area shop project.

Summary and Findings--The guide for the selection of projects should increase the teacher's ability to evaluate his own projects. The guide cannot be considered a complete answer to the problem of inadequate projects, but rather it should be used as a measure in judging prospective projects.

The study showed that most authors agreed on the basic criteria used in project selection, but they differentiated in the number of project breakdowns.

Matzelle G. J., Newer Media Criteria and Checklist. Plan B, M.S., 1966, Stout State University, 40 pages: Adviser, Dr. Barnard.

Purpose of Study--To establish criteria to evaluate the status of the newer media in elementary schools.

Method Used--The standards, which were developed through a review of recent literature, were organized into a usable checklist.

Summary and Findings--It is not difficult to see that a myriad of variables deter authorities from setting exact quantitative standards. For this reason, no set rules have been laid down, and instead, there have been a variety of recommendations developed to suit a variety of situations that might confront school administrators.

Miller, Thomas P., Teaching Machine Safety to the Deaf and Hard of Hearing in Woodworking. Plan B, M.S., 1964, Stout State University, 23 pages: Adviser, Dr. Courtney.

Purpose of Study--To evaluate the subject material used and to determine what subject material was best suited to effectively teach machine safety to the deaf and hard of hearing in woodworking at Oshkosh, Wisconsin.

Method Used--The data for this survey was obtained from instructors of the deaf and hard of hearing.

Summary and Findings--

1. The majority of schools for the deaf and hard of hearing taught all four stages of deafness and the most popular type of shop was the unit shop.
2. The most frequently used type of communication between student and instructor was the combined method.
3. Machine safety was found to be very important and should be constantly stressed. Safety should be a regular part of the course outline.
4. Safety subject material used for normal hearing children can be used equally well with deaf and hard of hearing children.
5. Demonstrations, lectures, film strips, and motion pictures were found to be the best methods of teaching machine safety to the deaf and hard of hearing.
6. Safety precautions should be given at the time of demonstrating machine operations.
7. Instructors have individual techniques and preferences to methods and devices for teaching safety. The end product was determined to be all important and in this case the end product was the safe operation of machines.

Mosher, Larry R., Student Activities for Use in Beginning Electricity in the Viroqua Junior High School. Plan B, M.S., 1964, Stout State University, 21 pages: Adviser, Dr. Ruehl.

Purpose of Study--The purposes were to:

1. Develop electrical activities which individually perform as complete units and which may be added to other complete units to perform a different function,
2. Develop an equipment list for these activities,
3. Develop an electrical occupational unit.

In general, the purpose of the study was to develop a new approach for teaching beginning electricity in junior high school industrial arts.

Method Used--A review of pertinent literature.

Summary and Findings--There are sufficient materials on a level corresponding with the abilities of the average junior high school student in beginning electricity. Electricity is becoming so important in our world that the study of electricity must become a part of every industrial arts program.

Muro, Thomas D., A Plan for Student Presented Shop Demonstrations. Plan B, M.S., 1960, Stout State University, 25 pages: Adviser, Dr. Wigen.

Purpose of Study--To devise a plan by which an instructor, teaching auto mechanics in teacher preparation colleges, can integrate the use of demonstrations presented by students into his course.

Method Used--A review of literature was undertaken in the field of teacher education, methods of instruction, and shop demonstrations.

Based on the review of literature, a plan was devised to integrate student shop demonstration experiences in the auto mechanics shop laboratory program.

The plan was tested by incorporating the plan into an engine rebuilding class for three consecutive quarters.

A check list was used as a basis to obtain the student's reaction to the plan.

Summary and Findings--It can be concluded that many progressive educators are in support of direct laboratory experiences and that students presented demonstrations would be a part of these experiences. The students themselves are generally in favor of the plan. However, to be more conclusive as to the long range value of student presented demonstrations, the length of time devoted to the trial of the plan was rather limited.

Mussel, Roger, Investigation Into The Project Analysis Method of Teaching Electronics. Plan B, M.S., 1963, Stout State University, 58 pages: Adviser, Dr. Ruehl.

Purpose of Study--To make known to the electricity-electronics instructor the method involved in selecting and presenting two select projects for the project-analysis approach to learning.

Method Used--Review of literature pertinent to subject.

Summary and Findings--Analysis assignment sheets were found to be basic to project-analysis. They presented to the student a minimum amount of direction and guidance, yet opened the door to individual and group creative thinking and learning. Each analysis assignment sheet was followed by a list of suggested results for use by the teacher when correcting, seeking reference material, or checking the student's analysis procedure.

Nordrum, Lee M., A Proposed Four-Year Plan for the Development of Audio-Visual Services in the Viroqua (Wisconsin) Public School District. Plan B, M.S., 1964, Stout State University, 66 pages: Adviser, Dr. Barnard.

Purpose of Study--To develop a proposed four-year plan to improve the audio-visual services in the Viroqua Public School District.

Method Used--Review of literature.

Nordrum (continued)

Summary and Findings--

1. A full-time audio-visual director should be appointed as soon as possible to coordinate and direct the expansion of audio-visual services.
2. Audio-visual coordinators should be appointed for the elementary, junior high, and senior high schools.
3. An adequately planned and staffed instructional materials center should be provided in the very near future.
4. A full-time secretary should be provided for the audio-visual director.
5. The audio-visual director should assist the business manager in the preparation of an audio-visual budget.
6. The audio-visual director should assist the administration with the school's public relations program.
7. An audio-visual in-service training program needs to be implemented to help improve the utilization of materials, and ultimately improve instruction.
8. Budget expenditures for the expanding audio-visual program should be minimum.
9. Additional equipment purchases are needed to correct present deficiencies.
10. An effective materials and equipment distribution program needs to be implemented to insure the faculty the greatest possible use from materials and equipment.

Pankowski, Dallas J., A Teacher of Industrial Arts Guide for the Improvement of Instruction in the Development of Motor Skills. Plan B, M.S., 1961, Stout State University, 28 pages: Adviser, Dr. Wigen.

Purpose of Study--To improve instructions in the teaching of motor skills in industrial arts.

Method Used--The material in this study was obtained through library research using the normative survey method of documentary frequency.

Summary and Findings--This study showed that adequate knowledge exists from the areas of Demonstrations, Improvement of Instruction, Industrial Arts, Psychology of Learning, and Psychology of Motor Skill Development to develop a guide for teaching motor skills.

Recommended practices for the teaching of motor skills were discussed for the study.

Papatriantafyllou, J. T. A Guide To Instruction For The Machine Shop In Vocational Schools In Greece. Plan B, M.S., 1965, Stout State University, 59 pages: Adviser, Dr. Wiehe.

Purpose of Study--To collect and identify pertinent information pertaining to instructional materials of the machine shop.

Papatriantafyllou (continued)

Method Used--Review of literature.
Survey of available machine shop courses now in existance.
Preview of current techniques on course construction.
Review of objectives for vocational education and the machine shop.
Analysis of personal experience and observation.

Summary and Findings--Material can be used for a variety of vocational teaching situations. Instructional materials are highly desirable for the prospective teacher. One of the more acceptable methods of selecting course content is through a trade analysis.

Pederson, Richard Paul, A Guide for the Development of Work Experience Learning Activities Related to Industrial Arts. Plan B, M.S., 1958, Stout State University, 71 pages: Adviser, Dr. Wigen.

Purpose of Study--To develop a guide for the Industrial Arts instructor in the development of a work experience curriculum.

Method Used--The method of research used was the normative survey by documentary frequency.

Summary and Findings--Most of the authorities in the field of work experience stated a belief in the educational value of the work experience program. It was shown that the work experience program can provide the training which will enable the student to make a proper choice of an occupation and to a certain degree provide the student with skills required in that occupation.

A great majority of the employers felt that the program was beneficial to them as well as to the students.

In follow-up studies of students that received work experience training it was found that most students felt the experience and training received was of great assistance to them in making their choice of an occupational pursuit. Many students also expressed the belief that their improved attitudes toward work, toward the taking of directions and toward following instructions were of value to them in the work-a-day world.

The study showed that the coordinator was the key person in the work experience program. The success or failure of the program depends to a great extent upon the coordinator's abilities and personality. Therefore, upon initiating a work experiance program, the educational, professional, and personal qualifications of the coordinator should be carefully scrutinized.

Pilon, David E., The Development of a Program of Maintenance and Safety Control for a Secondary School Finishing Room. Plan B, M.S., 1965, Stout State University, 33 pages; Adviser, Mr. Soderberg.

Purpose of Study--To provide a maintenance plan to function more efficiently thereby, resulting in less waste of materials, fewer projects damages, reduction of accidents, more pleasant working conditions, and more efficient operation of equipment.

Pilon (continued)

Method Used--Review of related literature.

Summary and Findings--Maintenance in the finishing room involved the following:

1. Better working conditions for all students.
2. A safer shop.
3. Reduced cost of operation.
4. Pleasant working conditions.
5. Higher quality of finished projects.
6. More time for instruction.

Putman, Carl E., An Analysis of Selected Procedures Used in In-Service Training Programs for the Upgrading of Teachers. Plan B, M.S., 1960, Stout State University, 35 pages: Adviser, Dr. Wigen.

Purpose of Study--To identify and analyze selected procedures that may be used to improve in-service teacher training programs.

Method Used--The method employed in conducting the research for this paper was a documentary survey of recent books, magazines, and educational publications which had definite reference to the selected practices of in-service training.

Summary and Findings--The purpose of the study was to identify, analyze, and develop materials that could be used as a guide in the five selected areas for the improvement of teacher in-service training. This material was compiled into a check-list of criteria for developing an in-service training program. The check-list is cited in Appendix A of the report.

Quarterman, Lee L., A Guide for Use of Display in Industrial Arts for the Improvement of Interest. Plan B, M.S. 1961, Stout State University, 48 pages: Adviser, Dr. Swanson.

Purpose of Study--To prepare a guide to assist the industrial arts teacher in making better use of display.

Method Used--Documentary survey was the method used in this survey.

Summary and Findings--The following basic principles and techniques should be considered in planning a display.

1. The display must have a center of attention and have good composition. There must be adequate light for the display to be seen. Attention can be obtained by the use of color or motion. Backgrounds should serve to highlight the object being displayed. Mounting devices can be used to create different levels of support in the display.
2. The bulletin board layout should be harmonious. The use of lettering and color should be kept simple. Lighting devices can be used to attract attention or direct attention to specific areas. The surfaces of the bulletin board can be made more pleasing by covering it with another material.

Quarterman (continued)

3. The chalkboard can be a learning device by helping the students to visualize ideas, organize ideas, build vocabulary, understand details, concentrate attention, and develop better relationships.

Quilling, Allice. An Annotation of the Available Plan B Investigations Completed at Stout State University, 1948-1964. Plan B, M.S., 1965, Stout State University, 119 pages: Adviser, Miss Harper.

Purpose of Study--To provide the persons interested in educational research a record, in some detail, of the studies which have been completed at Stout State University. To provide future Master's Degree candidates with a list of suggested topics which were recommended by previous researchers for future investigations.

Method Used--The investigations were annotated following a form provided by Dr. Wigen, Dean of Graduate Studies.

Summary and Findings--There were fifty-nine papers annotated in this study. Of the studies annotated, thirteen, twenty-two percent, were in the field of Clothing and Textiles; an equal number, or twenty-two percent, were in the field of Food and Nutrition; and thirty -three, or 55.9 percent, were written in Home Economics Education.

It was further discovered that various methods of research were used. Thirty-nine or 66.1 percent of the papers, were Surveys of Literature. Two, or 3.4 percent, used the method of Scientific Experimentation, and two, or 3.4 percent, used the Normative Survey method. Combinations of two methods of research were also used. Thirteen investigators, or twenty-two percent used this combination, while three investigators, or five percent, used the combination of Survey of Literature and Scientific Experimentation.

Roberts, Helen M., Teaching Foods by Conceptual and Traditional Methods. Plan B, M.S., 1965, Stout State University, 91 pages: Adviser, Miss Harper.

Purpose of Study--This study was an investigation in the conceptual approach as compared to the traditional method of teaching in a ninth grade foods unit.

Method Used--A survey of literature was made to ascertain whether any other study of this kind had been made and to find any material relating to the subject. A statistical analysis was also made.

Summary and Findings--Test results indicated that there was a significant difference at the .10 level. Chi-square was the statistical tool used to test results of the experiment.

Rose, Michael J., Swimming Instruction and the Eight Millimeter Single Concept Film. Plan B, M.S., 1966, Stout State University, 48 pages: Adviser, Mr. Hardman.

Rose (continued)

Purpose of Study--To identify the skills involved with the intermediate level of instruction, and to suggest where the use of eight millimeter single concept motion pictures may help the swimming instructor when presenting these skills to the student.

Method Used--Review of related literature.

Summary and Findings--The study contended that motion pictures, specifically 8mm single concept motion pictures, are the answer to aid instructors when teaching difficult skills. There was a direct relationship to the ability of a swimmer who was able to view single concept films.

A series of 8mm single concept swimming skill films needs to be produced and tested to verify the results of the study. Upon verification, the skill films should become a regular part of an instructors teaching plan. The instructor might rely completely upon the skill films to overcome the problems that some students may have in seeing an actual demonstration and to prevent students from developing bad habits which might result in performing swimming skills incorrectly and inefficiently.

Rosenthal, Jane, Pupil-Teacher Demonstrations. Plan B, M.S., 1961, Stout State University, 31 pages: Adviser, Dr. Horn.

Purpose of Study--The study was concerned with whether or not the conditions for learning by demonstration method were greater when a pupil or pupils participated in the demonstration that was given to a specific group of students.

Method Used--The method used for this investigation included gathering of data concerning the subject and experimenation with the pupil-teacher demonstration technique in an eighth grade class and a ninth grade class in home economics in the Menomonie Public Schools during the second semester of the 1960-1961 school year. A rating scale was filled out by each student at the completion of her participation. The knowledge acquired from the available literature was applied to the experiments conducted in the classroom.

Summary and Findings--

1. The demonstration method is the best method for teaching certain specific objectives.
2. The demonstration method may be enriched by pupil participation.
3. Successful classroom teaching requires the teacher to try out and experiment with new ideas which seem educationally sound to her.
4. The teacher should have an open mind to ideas which will make the use of her time more efficient.
5. The pupil-teacher techniques is successful only if students practice before class presentation.
6. The experimental demonstrations were more successful in ninth grade than in eigth and it might be suggested that success would be most marked in the upper grade levels.

Rosenthal (continued)

7. All of the girls enjoyed the activity and became more interested in the subject of the demonstration.
8. Eight of the girls felt that they became more interested in the subject of the demonstration.
9. Seven of the girls obtained a greater knowledge of the activity through preparation for the demonstration.
10. This technique may be used as a variation of the regular demonstration

Rueb, Lloyd E., The Selection and Classification of Industrial Instructional Materials for Use in Secondary School Carpentry Courses. Plan B, M.S., 1959, Stout State University, 34 pages: Adviser, Dr. Wigen.

Purpose of Study--To secure various types of industrial instructional materials that aid in the improvement of instruction in secondary carpentry programs.

Method Used--The normative type of research was used in this study.

Summary and Findings--The following conclusions were reached:

1. Industrial arts leaders indicated that industrial instructional materials were valuable for use by the industrial arts teachers in the improvement of instruction.
2. Industry is an excellent source for instructional aids. Industrial firms have a wealth of material, a large portion of which is available free of charge or at a very low cost. Such materials cover a variety of subjects and are concerned with the most moder practices.
3. These industrial instructional materials may be of greater use to the teacher as a part of curriculum content if it is classified and arranged in tabular form according to meaningful content of instruction.
4. The tabular classification as presented in this study should be constantly revised as new materials become availabe.

Rybicki, Robert E., A Proposed Plan For The Development of Audio-Visual Services For The Corona, California Unified School District. Plan B, M.S., 1963, Stout State University, 61 pages: Adviser, Dr. Barnard.

Purpose of Study--To develop a plan for the Audio-Visual Services for Corona, California.

Method Used--Review of related literature.

Summary and Findings--

1. A full-time director meeting state and local qualifications should be hired to promote a more effective audio-visual program.

Rybicki (continued)

2. The director will formulate a logical program and develop methods to supervise the proper utilization of equipment and materials.
3. All building coordinators will be free first period to service audio-visual needs of the faculty.
4. The director should establish criteria for the selection of equipment and materials.
5. The director should plan a complete facility for production work.
6. Two in-service programs should be established.
   a. Schools will hold at least two regular faculty meetings a year at the audio-visual center.
   b. A twelve-week course will be offered to teachers interested in improving audio-visual skills.
7. The director should make special efforts to explain the duties and services of the audio-visual center to teacher, P.T.A. groups, clubs, and service organizations.
8. The director should advise the Board of Education of recommended minimum standards for equipment.
9. The director will be responsible for the growth and evaluation of the audio-visual program.
10. It should be understood that as enrollments grow, so will the service and obligations of the audio-visual department.

Santos, Aurora B., A Guide for the Teaching of Related Science in Vocational Schools in the Philippines. Plan B, M.S., 1959, Stout State University, 51 pages: Adviser, Dr. Wigen.

Purpose of Study--This study was concerned with producing a guide to assist the related science instructors of vocational schools in the Philippines, who teach at the secondary and post-secondary levels.

Method Used--This proposed guide for the teaching of related science was based on the review of literature in the field, observations of science laboratories, interviews with science instructors, and experience in teaching science in the Philippines.

Summary and Findings--The study was summarized as follows:

1. Science facilities effect the progress of learning; therefore, within the limitations of the situation, planning for improved conditions is necessary.
2. Science teachers must be qualified in having a broad knowledge of content, and skill in techniques for teaching, to meet the challenge of the new developments in a rapidly changing world.
3. The scientific method, so necessary for solving problems, must be practiced whenever possible.
4. Science requirements should be re-evaluated, with the recommendation that beginning at the elementary level there will be supervisors of these activities, and that training should become progressively more demanding through the secondary level for college preparation.

Santos (continued)

5. Audio-visual aids, up-to-date textbooks, and science magazines should be readily accessible to students and teachers.
6. Science should be an integral part of the preparation of youth for useful and joyful living, and at times it should be correlated with other courses; for example, with shop operations for the most meaningful preparation of the students.

Scherer, Ralph, Correlation of Science and Mathematics With Industrial Arts in the Sputnick Era. Plan B, M.S., 1959, Stout State University, 38 pages: Adviser, Dr. Wigen.

Purpose of Study--To investigate the scientific and mathematic movement in the current crisis in the American Educational system.

Method Used--The avenues of approach were made in the review of literature.

Summary and Findings--

1. To meet the emerging scientific revolution, the development of a suitable education is necessary for national defense and economic development.
2. The educational system in America has a very strong emphasis on science and mathematics, yet other areas of the curriculum are being overlooked because of this strong emphasis.
3. Over specialization in a specific area of the curriculum must be avoided.
4. Emphasis on the correlation of science and mathematics with other subjects areas rather than a crash program in these areas should be the guide for educational development in this era.
5. Industrial Arts offers a vast area for the correlation of science and mathematics.
6. Scientific and mathematical principles common to many types of work can be applied in industrial arts laboratories.
7. Industrial Arts has valuable assets for those who plan on scientific-technological work.

Schneck, Maurice D., The Selection of Beginning Machine Shop Students. Plan B, M.S., 1961, Stout State University, 15 pages: Adviser, Dr. Wiehe.

Purpose of Study--To determine present practices of high schools and opinions of machine shop instructors concerning the selection of students for a beginning machine shop course.

Method Used--Questionnaire.

Summary and Findings--

1. There is an apparent need for increased use of aptitude testing in the Class A high schools of Michigan.
2. Machine shop instructors are generally in favor of using the criteria offered in this study for the selection of their students.

Schneck (continued)

3. Machine shop instructors are willing to accept students with a low I.Q. if they show an interest and aptitude for their course..

Schultz, Norman, A Supervisory Safety Plan for the Operation of Power Driven Woodworking Machines In the Shhool Shop. Plan B, M.S., 1957, Stout State University, 33 pages: Adviser, Dr. Wigen.

Purpose of Study--To develop a usable checklist to aid in setting up and improving a safety plan for the operation of power equipment in a woodworking shop.

Method Used--The normative survey method was employed for this study. The review of literature developed data that was pertinent to a successfully operating safety plan. The checklist was developed from the data found in the review of literature.

Summary and Findings--

1. The safety plans now used in shops have strong and weak points.
2. The study showed that weak points in safety plans were many times improved after an accident had occurred.
3. The human element is responsible for most accidents.
4. The environmental element is responsible for a small portion of the total accidents, but should not be neglected when making changes in a safety plan.
5. The instructor should instill in the students safe work practices in order to avoid shop accidents.
6. Supervisors and instructors can use the developed checklist for the improvement of instruction and setting up a safety plan in a school shop.

Scoville, Sydney C., A Guide For Safety Instruction in the Industrial Arts Department of the Oshkosh, Wisconsin, High School. Plan B, M.S., 1963, Stout State University, 35 pages: Adviser, Mr. Rue.

Purpose of Study--To determine what is necessary to be included in a positive safety guide for the high school teachers of Oshkosh, Wisconsin.

Method Used--Review of literature.

Summary and Findings--It has been recognized for many years that the avoidance of accidents depends fundamentally upon two factors:

1. A safe environment, including building, equipment, and materials, and
2. Perfromance of the job by a worker in a sage manner.

There are various methods used in teaching shop safety but the factor of most importance is to establish a good shop safety organization.

A shop inspection of hazards that reinherent to the Industrial Arts shop should be made at regular intervals.

Color should not be overlooked when the safety program is initiated.

The teacher has a duty to prevent accidents in the shop, but because of the nature of the work, he has to be prepared to administer first aid when accidents occur.

Seggelink, Frederick J., Analysis of Research Findings in the Art of Listening and its Relationship to Instruction. Plan B, M.S., 1965, Stout State University, 48 pages: Adviser, Dr. Barnard.

Purpose of Study--To relate pertinent research findings to aid in the improvement of instruction.

Methods Used--The problem was studied as a normative survey of the available literature and research on the art of listening. The findings were studied and related to the improvement of traditional instructional methods and material, as well as new ideas in instruction.

Summary and Findings--As a result of the findings, this study has formulated the following recommendations that should be followed by the audio-visual specialist:

1. Be acquainted with the need. To be of service to instructional personnel you must first know and understand the need for listening instruction.
2. Know what information is available. You should know what research has been done and what is presently being done.
3. Make information available. You must create a situation where the teachers will take more interest in the problem and the importance of training listening skills.
4. Provide needed materials. When teachers come to you for help, you should assist them by showing them literature and other materials pertaining to the problem they have.
5. Evaluate the program. It will be necessary for you to keep a running evaluation of the listening program.

Singletary, Thomas A., Teaching Television Using Dynamic Aids. Plan B, M.S., 1960, Stout State University, 38 pages: Adviser, Dr. Wigen.

Purpose of Study--To find a means of displaying the circuits and components in the television receiver in such a menner as to facilitate more rapid learning as well as less confusion in the teaching of television.

Method Used--A review of the literature and documentary material was used to establish the place of the dynamic teaching aid in television instruction.

Summary and Findings--

1. The term "dynamic" means the ability to function.
2. The various writings in the field are general and overlapping in meaning.

Singletary (continued)

3. Visual aids includes all tools of learning which aid in enriching education through the seeing experience.
4. Several manufacturers make available to the teacher various models and aids for teaching purposes.
5. Models and dynamic aids increase efficiency.
6. The time and expense required to construct the dynamic models and mock-ups will be well rewarded.
7. Vocational training is particularly suitable for models, mock-ups, and dynamics aids.
8. Impressions gained through seeing and doing are more lasting.
9. There has been little research done in this field of models, mock-ups, and dynamic teaching aids.

Steber, John F., An Analysis of the Methods of Teaching Building Construction..Plan B, M.S., 1963, Stout State University, 34 pages: Adviser, Dr. Swanson.

Purpose of Study--To investigate methods which were applicable to teaching building construction and determine which methods had the greatest value in the learning situation and to set up a proposed means of teaching building construction utilizing these methods to their best advantage.

Method Used--Review of literature.

Summary and Findings--The teaching of building construction has a place in the industrial arts program and should be included. Probably one of the fastest growing methods of instruction is in the area of television, both closed-circuit and educational television. The field concerned with methods of presentation for building construction certainly has an important part to play in good instruction, and if it is to keep pace with the times, more work must be done in this area.

Stentz, Oren W., An Analysis of Factors Afftecting Gradepoints of Freshmen Living in the Residence Halls of Wisconsin State College at Eau Claire. Plan B, M.S., 1965, Stout State University, 40 pages: Adviser, Dr. Salyer.

Purpose of Study--To attempt to analyze and determine why nearly a third of the freshman class had serious difficulties with course work. The study was conducted on the premise that freshmen having serious difficulties with course work were psychologically unready for college.

Method Used--Review of literature.
Questionnaire admitted to the students.

Summary and Findings--The results of the questionnaire seemed to indicate that students with low gradepoints find it difficult to pursue an education satisfactorily in the face of obstacles, setbacks, and temporary disinterest. They show a tendancy to lack in self-confidence and, perhaps, self-respect. They do not appear to have absorbing personal goals or interests nor do they appear to have sources of satisfaction with college. In short, they are not psychologically ready for college.

The study seemed to imply (1) more or better supervision is needed in the residence halls; (2) remedial measures are needed to improve study techniques, reading ability, and knowledge of grammar; (3) administration and instructors need to be more reexamining for content and presentation so that significant and interesting aspects of course are apparent; (4) services are needed to help freshmen determine their goals; and (5) services are needed to help freshmen "find Themselves".

Improved conditions in the residence halls, an updated curriculum, and an inspired faculty are several of the more important factors within the school's province and discretion. However, the disinterested, unmotivated, psychologically unready student will probably prevail in increasing numbers as higher education is made available to more and more students, in spite of all the endeavors to involve the student a university may make, unless the student resolves within himself to be responsible to himself and for himself.

St. Jacques, John F., A Guide for the Use of Audio-Visual Aids In a Graphic Arts Shop. Plan B, M.S., 1961, Stout State University, 61 pages: Adviser, Dr. Wigen.

Purpose of Study--To prepare a guide for graphic arts instructors to improve their use of selected audio-visual aids.

Method Used--The present trends in the use of audio-visual aids were determined by a review of audio-visual textbooks, reference books, and current periodicals.

Summary and Findings--The key points identified in the review of literature were compiled in a check-list form. The items in the check-list were formulated into a guide to be used by teachers for the improvement of the use of audio-visual aids in the teaching of graphic arts.

Tasker, Roger Ronald. A Proposed Plan for Drafting Rooms and Facilities for Washington Park High School of Racine, Wisconsin. Plan B, M.S., 1961, Stout State University, 49 pages: Adviser, Dr. Anderson.

Purpose of Study--To create plans to guide the construction of two new drafting rooms for Washington Park High School to serve the needs of the students and faculty of the school and community of Racine.

Method Used--Review of literature.
Visiting of newly constructed drafting rooms.

Tasker (continued)

Summary and Findings--From the review of literature and a study of the future needs of Park High School, it seemed that there was need for two additional drafting rooms. The addition of two rooms, the plans for which were submitted in the appendicies of this paper, should meet the needs of the school for the foreseeable future.

Thompson, Gary G., An Analysis of Teaching Loads of Selected Technical Subject Matter Instructors Employed In Two-Year Post High School Technical Institutes in the State of Wisconsin. Plan B, M.S., 1964, Stout State University, 72 pages: Adviser, Mr. Erickson.

Purpose of Study--To analyze the existing conditions and procedures used in assigning teaching loads to technical matter instructors in two-year post high school technical institutes in the State of Wisconsin, and to suggest precedures which may be used by qualified persons to assign an adequate load to the instructors in these institutes.

Method Used--Review of literature.
Survey instruments with letters of transmittal.

Summary and Findings--

1. Personnel responsible for the assignment of teaching loads tend to be well qualified for their position.
2. Methods of assigning the teaching load are very limited.
3. Subject areas in which the majority of instructors are teaching tend to be the same as their areas of specialization and certification.
4. The assignments of instructors vary from school to school.

Tierney, Patrick, Utilizing Surplus Electronic Equipment In The School Shop. Plan B, M.S., 1963, Stout State University, 31 pages: Adviser, Dr. Ruehl.

Purpose of Study--To formulate some objectives to be realized from the use of this type of equipment.

Method Used--Review of literature.
Finding a source of supply of the necessary equipment.

Summary and Findings--The use of surplus equipment proved to be the solution of the problem. A large number of the students continued their education in electronics. The principle problem in a program utilizing only surplus materials is the fact that few of these units utilize transistors. Therefore, the students should have a unit on transitors.

Todey, James E., Improving Instruction in Drivers Education. Plan B, M.S., 1962, Stout State University, 29 pages: Adviser, Dr. Christianson.

Todey (continued)

Purpose of Study--To present suggested materials and teaching aids which the instructor may use in teaching driver education.

Method Used--Data for this study was gathered from a number of books and publications concerning driver education.

Summary and Findings--The results included a chapter on psycho-physical testing devices and on teaching aids. The study brought out the point that there are many community activities which the instructor may employ in teaching driver training.

Torgerson, Orville, Woodworking Project Selection. Plan B, M.A., 1961, Stout State University, 25 pages: Adviser, Dr. Wiehe.

Purpose of Study--To determine what instructors in the field of woodwork consider when selecting a project.

Method Used--A survey of woodwork instructors attending Stout State College during the 1960 Summer Session. A review of the available literature on the subject or project selection was studied.

Summary and Findings.-Industrial arts instructors do not do enough research when selecting projects. They merely select the project that fits into their teaching situation, taking very few of the variable factors into consideration.

It would appear that if a systematic approach was used in selecting an appropriate project and matching the project to the student or students, that the teaching situation would become easier and the results would be more rewarding.

Because no single source for woodwork project ideas is available, the instructor must alter the projects to fit his own teaching situation.

Tornowske, Robert W., A Proposal for the Development of Audio-Visual Services in the Green, Iowa Community School. Plan B, M.S., 1963, Stout State University, 42 pages: Adviser, Dr. Barnard.

Purpose of Study--To provide an outline of a suitable program on the basis of a three year schedule, which satisfied the educational needs of the school and anticipated future needs brought about by school population expansion.

Method Used--In reviewing the literature, contemporary trends and methods were evaluated with regard to suitability for this particular school situation. The existing equipment was inventoried and recommendations for additions and changes were made. A check-list was distributed to the faculty members to determine attitudes and understanding of audio-visual processes, techniques, and teacher training. From the data obtained, a three year plan of development was suggested in view of specific needs.

Tornowske (continued)

Summary and Findings--Through a review of the literature, a survey of the teachers in the Greene School system, and personal participation in this system the following conclusions were presented:

1. Due to lack of coordinated administrative structure, audio-visual services have not been fuctioning effectively, and as a result, maximum effective utilization of audio-visual media has not been attained.
2. The audio-visual program has not been under the direction of a trained and qualified administrator.
3. There has been no centralization control of materials and equipment which has caused confusion and dissatisfaction with the program.
4. No provision was made for in-service training in the areas of equipment operation, material evaluation, or local production.
5. Purchase of equipment has not been based upon established evaluation criteria.
6. The equipment inventory was below standards recommended by authorities in the field.
7. A public relations program of a comprehensive nature, under the direction of a supervisor, did not exist.
8. A lack of understanding on the part of administrators existed regarding the goals and objectives of the audio-visual program.
9. No provision for an annual budget has been made.

Trinh, Nguyen Hoang, An Analysis of Audio-Visual Materials for Teaching Basic Electronics in the Technical School. Plan B, M.S., 1963, Stout State University, 47 pages: Adviser, Dr. Barnard.

Purpose of Study--To identify the content of the course of study in basic electronics and to select suitable audio-visual materials to facilitate the teaching of electronics.

Method Used--This study was a normative survey type of research, based upon documentary materials in the field of audio-visual education.

Summary and Findings--The following key points were established in this study:

1. A list of instructional units for the basic electronics course,
2. The value and functions of A.V. materials in education,
3. A list of A.V. materials that can be used for teaching electronics,
4. A number of specific teaching aids for individual instructional units.

The use of A.V. materials in teaching should:

1. Provide direct experience to the learner, and
2. Give concrete meaning to those abstract ideas which cannot be expressed verbally.

In order to do this A.V. must be designed for the specific purpose of the course, and should support the teaching, rather than be ends in themselves.

Troeller, Ralph A., Progress Report on the Development of Stimulus Trays for Use in Special Education. Plan B, M.S., 1965, Stout State University, 24 pages: Adviser, Dr. Piersall.

Purpose of Study--To gather and record the history of this project. To show, through drawings and photographs, the progress in the development of this educational device. To outline and report what still must be done on the project to bring it to a successful completion.

Method Used--Review of literature.
Design of stimulus tray.
Manufacture and testing.

Summary and Findings--When the development work is completed and the funds have been secured for the trial run, the product will be ready for the final test. The 250 test sets will be manufactured for distribution to schools and institutions where they will be evaluated. At this time, if the product proves to be of value and is marketable, the Eau Claire Shelter for the Handicapped and, hopefully, other sheltered workshops, will be tooled for the production of the sets.

Warford, Lauren R., Some Mechanical Techniques for Producing a High School Newspaper by Offset Lithography. Plan B, M.S., 1962, Stout State University, 44 pages: Adviser, Mr. Whydotski.

Purpose of Study--To investigate the photo-offset process as a method to produce a high school newspaper that is attractive and economical and within the abilities of high school students. Necessary equipment and materials, and their advantages were investigated.

Method Used--Review of literature.
Experimentation.

Summary and Findings--The photo-offset process as a means to produce a high school newspaper is showing moderate inroads on the letterpress process. In order to accomplish this, it is necessary for school administrators and boards of education to become acquainted with the offset method and its possibilities for broadening the scope of student training and for producing an attractive, economical newspaper.

Weber, Charles J., A Proposed Offset for the Robinsdale Junior High School Print Shop, Robinsdale, Minnesota. Plan B, M.S., 1962, Stout State University, 40 pages: Adviser, Mr. Whydotski.

Purpose of Study--To investigate the feasibility of installing offset equipment in the Junior High School at Robinsdale, Minnesota.

Method Used--The normative type of research was employed in the study.

Summary and Findings--The printing industry is in need of people educated to fill the many technical areas caused by the swiftly changing and increasingly complex world of technology. To meet this demand for more

Weber (continued)

trained manpower, the secondary schools must accept the challenge of advancing their technical offerings to keep pace with the technological advances taking place in the printing industry. The schools of today that offer courses in the Graphic Arts must provide a ready outlet for the youth of our nation to explore industry's latest tools and processes. The offset process is the printing industry's most modern method of reproduction and should therefore be included in the teachings of the art of printing at the secondary school level.

Will, Jess A. Jr., *Survey of Shop Power Equipment in Appleton, Wisconsin*. Plan B, M.S., 1964, Stout State University, 31 pages; Adviser, Dr. Swanson.

Purpose of Study--To determine the kinds of portable power tools and machines available in the home work shop, the extent to which they were used by the boys, and under whose supervision they were used. To ascertain the fathers' opinions regarding usage of shop equipment in junior high school industrial arts classes.

Method Used--Questionnaire.

Summary and Findings--

1. The opinion of the parents indicated that they were not aware of the safety hazards on the portable router and portable power saw.
2. Due to the availability of machines and portable power tools in the homes, more emphasis should be placed on them in school shops.
3. Many boys were using power equipment without adult supervision.

Woelffer, Gale E., *Personnel Organization for Junior High School Students in a Comprehensive General Shop*. Plan B, M.S., 1956, Stout State University, 36 pages; Adviser, Dr. Wigen.

Purpose of Study--To present a type of personnel plan and rotation method which would be valuable to those interested in a study of this nature.

Method Used--A survey of the literature pertaining to personnel organizations and shop rotation.

Summary and Findings--

1. Pupil-personnel organizations can be an aid for the instructor.
2. A student personnel organization is essential for the operation of a comprehensive general shop.
3. Student progress can be aided with a system of rotation.
4. The general shop provides the students with an opportunity to explore many areas of industry.
5. The pupil-personnel plan is a means through which a student may develop a more wholesome personality.

Woelffer (continued)

6. The comprehensive general shop increases teacher efficiency.
7. The comprehensive general shop stimulates careful organization and planning.
8. The key man in a pupil-personnel organization is the superintendent.

Wolf, Jerome N., Teaching Electrical Servomechanisms Using a Dynamic Teaching Aid. Plan B, M.S., 1962, Stout State University, 25 pages: Adviser, Dr. Rudiger.

Purpose of Study--To develop a means of relating the function of individual components of the Dynamic Servomechanisms Demonstrator to the complete servosystem.

Method Used--Review of literature.
Letters requesting information.

Summary and Findings--Dynamic teaching aids were found to be valuable assets when presenting abstract ideas.

Yucelen, Demir, A Proposal For Improvement of Automotive Instruction in Turkey. Plan B, M.S., 1966, Stout State University, 89 pages: Adviser, Dr. Rudiger.

Purpose of Study--To prepare a proposal for the improvement of automotive instruction in trade institutes in Turkey.

Method Used--The normative survey method as employed in this study included:

1. A review of the literature concerning automotive instruction in the United States.
2. An analysis and interpretation of the available data and its adaption of suitable suggestions for Turkish schools.

Summary and Findings--An effective automotive instruction in vocational education always needs the help of industry. In the United States, school-industry cooperative training programs have been performing successfully for several years, and have given beneficial results in the preparation of automotive instructors. The Turkish educational system has no school-industry relationships. This has resulted in a gap between school and industry. This situation effects the economy of the country.

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